



<b>Job description</b>			
<b>Job title</b>	Social Worker – Newly Qualified		
<b>Grade</b>	Grade K		
<b>Directorate</b>	Health & Adult Social Care		
<b>Service/team</b>	Adult Social Care		
<b>Accountable to</b>	Team Manager, Assistant Team Manager, Advanced Practitioner		
<b>Responsible for</b>	Not applicable		
<b>JE Reference</b>		<b>Date Reviewed</b>	

### **Purpose of the Job**

Under the direction of the management team, you will ensure that the needs of adults referred to Adult Social Care are assessed and identified, met, safeguarded and monitored in accordance with the requirements of the Care Act 2014 and Knowsley's safeguarding policy and procedures.

You will carry a workload reflecting increasing complexity, risk, uncertainty and challenge in line with the capability of an experienced Social Worker.

### **Duties and Responsibilities**

This is not a comprehensive list of all the tasks, which may be required of the post holder. It is illustrative of the general nature and level of responsibility of the work to be undertaken.

1. Successfully complete the Assessed and Supported Year in Employment (ASYE), demonstrating competence and professional development in social work practice.
2. Carry an expanded case load to reflect newly qualified status
3. Demonstrate the capability to independently handle casework, showing proactive management and autonomous, effective decision-making



4. Manage a more varied and complex case load and demonstrate increased competency in risk identification and management
5. Provide support to less experienced staff and any students/ASYEs or apprentices
6. Promote the welfare and safeguarding of adults in Knowsley.
7. Carry out strength-based, person centred assessment and support planning under the Care Act 2014
8. Carry out safeguarding enquiries under Section 42 of the Care Act 2014
9. Undertake risk assessments and risk management planning
10. Have a good level of legal literacy and effectively use legislation and frameworks including The Care Act (2014), The Mental Capacity Act (2005), Mental Health Act (2007) and associated statutory guidance to ensure the team are compliant with statutory duties.
11. Ensure all work carried out promotes the participation and engagement of all relevant agencies, the adult and their family.
12. Ensure maintenance of records in accordance with good practice, professional codes, and organisational standards
13. Contribute to the well-being of the team by supporting other team members and treating all colleagues with dignity and respect.
14. Take part in regular supervision and appraisal and undertake all mandatory training requirements of the role
15. Any other duties (commensurate with the grade) which will assist the service in meeting its objectives.
16. Contribute to emergency planning arrangements and demonstrate flexibility in responding to unforeseen circumstances, including supporting service delivery during emergencies or disruptions.
17. Willingness to work flexibly from any location determined by the Authority, when required evenings and weekends in accordance with the flexibility agreement in place



As part of your role with the Council, you share a collective responsibility to support and champion children and young people who are cared for by the Council and young people who are care experienced. Children and young people tell us that including this in all job descriptions “is good” because they want all Council employees to understand how important it is to “treat children in care and care experienced young people as they would their own”. We ask that you do this with the same commitment, care and ambition that any parent would, regardless of your job role or service area. Children and young people tell us that they want all Council employees to be “genuine”, helping to create a supportive environment, remaining alert to any worries and concerns, and ensuring that safeguarding is promoted and responded to appropriately.

## Knowsley Better Together – Staff Qualities



## Health and Safety

- To use equipment as instructed and trained.
- To inform management of any health and safety issues which could place individuals at risk.

## Data Protection and Information Security

- Implement and act in accordance with the Information Security Acceptable Use Policy, Data Protection Policy and GDPR.
- Protect the Council’s information assets from unauthorised access, disclosure, modification, destruction or interference.
- Report actual or potential security incidents.