

Role Profile

Job Title:	Social Work Lead Practitioner – Transitions Team
Location:	Colindale
Department:	Learning Disabilities
Directorate:	Communities, Adults and Health
Grade:	Grade J
Salary Range:	£49,590 - £54,927
Reports to:	Team Manager Transition Team

Job Purpose:

- Promote a culture of continuous learning and professional development of staff and students across Communities, Adults and Health to enhance the quality of practice and staff wellbeing.
- Support the Team Manager to provide clear and responsive practice leadership and supervision and promote the highest professional standards in social care practice.
- To support people to maintain their health, wellbeing and independence by providing access to good quality information and advice and signposting to local preventative services, with a focus on building their resilience and strengths to stay well and achieve the outcomes that are important to them.
- To provide a high standard of social work to adults and/or carers arising out of the Council's duties and powers under the Care Act 2014 and in accordance with Barnet policies and procedures, guidelines and the Code of Practice for social care workers.
- To provide appropriate, professional social work assessments with adults and carers with a focus on meeting the social care outcomes as articulated in the Department of Health's Adult Social Care Outcomes Framework.
- To safeguard adults and carers at risk of harm and promote Making Safeguarding Personal principles and their wellbeing.
- To undertake and review individualised and outcomes-led care and support. To ensure that the wellbeing principles are at the heart of assessment and care and support planning.

• **Role Specific Responsibilities**

- Have responsibility for managing a small, complex caseload.
- Support practitioners to enable young people and their families to have a smooth transition into adult services. This will include working with colleagues in Children's Services, Education, and health services.
- Conduct appropriate risk assessments with individuals, their families, and providers in line with Mental Capacity Legislation and good practice criteria.
- Chair safeguarding meetings and other appropriate multidisciplinary meetings as required by the Team Manager as appropriate.
- Ensure that the responsibility of safeguarding adults at risk is a fundamental element of the work of your team and that the Making Safeguarding Personal principles are embedded effectively.
- Ensure that the service promotes safety and managed risk in the context of maintaining choice.
- Ensure compliance with the London multi agency adult safeguarding policy and procedures and Barnet safeguarding standards in relation to timescales, concerns, enquiries, planning, recording and audits.
- Maintain effective working relationships with partners who operate both within and outside of the council, including health, other care providers and colleagues to achieve an integrated approach to assessment, planning and review.
- Provide consultation and advice to support social workers and assessment and enablement officers in undertaking assessments and interventions, encouraging the development of high-quality standards and practice within a culture of continuous service improvement, value for money and safer practice.
- Chair and participate in reviews and meetings attended by people who use services as well as by colleagues and representatives of other agencies, e.g. NHS partners, community and voluntary sector, police.
- Coach and mentor less experienced staff, and co-work cases with other social workers, occupational therapists and health colleagues.
- Help develop the skills, experience and practice of team members and take the lead in developing areas of professional practice.
- Support, promote and apply self-directed support, direct payments, care technology and rehabilitation to support the principles of wellbeing and prevention, and promoting people's choice.

- Ensure the timely, proportionate and accurate recording of relevant data relating to adults and carers.
- Conduct assessments and in line with an enablement and strengths-based approach, plan and set up appropriate personalised and outcome-led care and support plans that maximise long-term independence and choice and minimise ongoing support and whole life cost of care for that person.
- Conduct Mental Capacity Act assessments in line with statutory guidance and ensuring adults are provided with the opportunity to demonstrate capacity wherever possible.
- Where appropriately trained and competent, to act as a Best Interest Assessor in relation to assessments for Authorisations under the Deprivation of Liberty safeguards as required.
- Value and encourage the contribution of adults and their advocates, relatives, carers, and support workers where appropriate, to ensure that they are engaged in the assessment, support and review process.
- Maintain a thorough understanding of available local provision and make appropriate recommendations and action referrals to other specialist teams and providers.
- To promote the use of direct payments where appropriate, and understand the role of financial assessments, and provide information and advice and guidance so that people can be supported in exercising choice based on assessed risk and expected outcomes. Support them in navigating through the appropriate procedures.
- Represent the service at external meetings; prepare papers, draft and present statements and reports as required.
- Understand the budgetary framework and context of the role to ensure that the service delivers value for money and cost-effective solutions and options within defined budgetary constraints.
- Actively identify where care technology can be beneficial and make relevant onward referrals.
- Support a high-support, high-performance culture that drives continual improvement, effective working practices, value for money and high levels of customer satisfaction.
- Operate to the priorities and plans, vision and objectives of the service to ensure effective delivery to the agreed service standards and targets.

- Ensure the Council's values are understood and embraced by the team; recognise and reinforce positive behaviours and address any behaviour that is undesirable.
- Work flexibly and respond positively to changing business and adults needs and carry out any other duties within the scope of the nature and grade of the post.
- Ensure that all personal data is handled securely and in strict compliance with the data protection legislation and local and corporate data management protocols and Caldicott principles.
- In order to deliver the service effectively, a degree of flexibility is needed and the post holder may be required to perform work not specifically referred to above and which is on occasion outside of normal working hours and/or at locations that differ from the primary place of work.
- Such duties, however, will fall within the scope of the post, at the appropriate grade.

PERSON SPECIFICATION

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Criteria	Essential/Desirable	Assessed by:
Professional Membership/Qualification		

Professional qualifications in Social Work and registered with the relevant professional body plus experience and training	Essential	Application/Interview
Educated to degree level of equivalent	Essential	Application/Interview
Experience & Knowledge		
Some Management experience supplemented with relevant training	Essential	Application/Interview
Extensive knowledge, experience and understanding of delivering high quality and cost effective services for service users	Essential	Application/Interview
Proven depth and breadth of professional experience in case management, handling complex cases in a highly professional and effective manner	Essential	Application/Interview
Knowledge and experience of transitions into adults' services for young people with disabilities, learning disabilities, and autism.	Essential	Application/Interview
Proven ability to apply an individualised, outcome-based approach to service delivery	Essential	Application/Interview
Extensive knowledge and application of adult social care legislation and policies necessary to deliver complex services to adults and carers. Awareness of Children Act legislation.	Essential	Application/Interview
Ability to conduct robust and sound assessments, risk assessments, support plans and reviews and facilitate self-assessments where appropriate.	Essential	Application/Interview
Ability to understand and effectively communicate how care technology and minor equipment can support adults to remain independent and prevent the needs for services	Essential	Application/Interview
Proven effective skills in complex case supervision and developing and training staff in best practice and specialist areas	Essential	Application/Interview
Skill & Ability		

Fully competent in the use of standard Microsoft Office products such as Outlook, Word, Excel, PowerPoint	Essential	Application/Interview
Proven competency to handle confidential/sensitive personal information in an appropriate and secure manner in accordance with Data Protection and Caldicott principles	Essential	Application/Interview
Competent in the use of the Council's case management system with an understanding and acceptance of how this benefits the efficiency, effectiveness and safety of the service	Essential	Application/Interview
Values & Behaviours		
Caring		
Integrity- I work with candidates and colleagues in a way that builds trust.	Essential	Application/Interview
Empathy- I say "thank you" and "well done" where appropriate, and take time to 'check in' to see if the people I work with are ok	Essential	Application/Interview
Support- I support my colleagues to deliver excellent services. I focus on resolving any issues and capturing lessons learnt	Essential	Application/Interview
Learning to Improve		
Insight- I regularly rely on evidence and professional standards to support my work and decision making.	Essential	Application/Interview
Agile- I am fully empowered to act within the scope of my role	Essential	Application/Interview
Growth Mindset- I take responsibility for my own personal development, growth and learning and support others with their learning and development where I can	Essential	Application/Interview
Inclusive		
Personal Responsibility- I am curious about what is important to others around diversity. I reflect and act upon this curiosity to improve my own understanding	Essential	Application/Interview
Engage with discomfort- I am open to and reflect on what makes me uncomfortable and use my	Essential	Application/Interview

engagement with others to challenge myself and constructively challenge others		
Champion Diversity- I recognise the advantages and importance of equality, diversity and inclusion in delivering outcomes for residents, and take an active role to ensure they are implemented and integrated in everything I do.	Essential	Application/Interview
Collaborative		
One Team- I actively and purposefully build my network of relationships with people across the Council and with partners. I proactively seek feedback and evidence as a way of learning from and improving the way I work with others	Essential	Application/Interview
Accountable- I accept responsibility for my own actions and decisions, and demonstrate commitment to ensuring these align to what is best for Barnet	Essential	Application/Interview
Outcomes Focused- I adapt my way of working to best suit the outcome we are trying to achieve within the scope of my role and professional standards	Essential	Application/Interview

Role Specific competencies		
Communicating and influencing		
Evidence of ability to communicate complex issues to service users, carers and other stakeholders, in an effective and clear style.	Essential	Application/Interview
Proven ability to develop and maintain effective professional working relationships with stakeholders and use these relationships to improve the effectiveness of the service.	Essential	Application/Interview
Ability to advise, persuade and influence people in a professional and effective manner.	Essential	Application/Interview
Excellent written and verbal communication skills. Ability to communicate accurately and appropriately with members of the public, colleagues, partner agencies and senior management.	Essential	Application/Interview
Proven ability to ensure a high standard of customer care is embedded within the team.	Essential	Application/Interview
Political awareness		

Understanding of the Member/Officer interface in the context of the role	Essential	Application/Interview
Leadership and team management		
Commitment to supporting transformational change in a complex environment.	Essential	Application/Interview
Ability to implement effective and relevant policies and procedures to deliver service objectives.	Essential	Application/Interview
Ability to recognise high levels of performance and achievement and tackle under-performance in others quickly and constructively through coaching, mentoring, co-working, and other developmental practices.	Essential	Application/Interview
Excellent case supervision skills in effectively overseeing complex cases.	Essential	Application/Interview
Problem solving		
Ability to analyse complex information quickly, reaching and articulating decisions with clarity, to deliver solutions that command support.	Essential	Application/Interview
Striving for excellence		
Proven record of achievement in delivering: - Professional and effective decision making - high quality, accurate and timely work high output and throughput with a focus on outcomes	Essential	Application/Interview
Capable of reviewing and evaluating results against quality standards, sharing this learning with others and taking decisive action to ensure that standards are delivered.	Essential	Application/Interview
Ability to manage a complex workload and meet tight timescales.	Essential	Application/Interview
Demonstrates a dynamic and achievement orientated culture.	Essential	Application/Interview
Commitment to ensure there is a culture of continuous improvement and embracing change.	Essential	Application/Interview

Commitment to embrace the principles of equality in the delivery of the service	Essential	Application/Interview
Demonstrates a record of high performance with a determination to provide a first class service.	Essential	Application/Interview
Safeguarding		
Sound understanding of the principles of safeguarding, the pan London protocol and Barnet practice with a record of achievement and commitment in improving the welfare of adults at risk.	Essential	Application/Interview
Identifies and take appropriate safeguarding action when required.	Essential	Application/Interview
Team Working		
Ability to work effectively, flexibly and constructively with colleagues in a team where team members work positively to a shared goal.	Essential	Application/Interview
Ability to work effectively and collaboratively as part of a wider, multidisciplinary team to deliver to common objectives.	Essential	Application/Interview
Quickly establishes strong working relationships and networks with internal and external partners and embraces partnership working where relevant to deliver services most effectively and efficiently.	Essential	Application/Interview
Partnership working		
Recognises the importance to the council of active partnership working and embraces partnership working where relevant to deliver services most effectively and efficiently.	Essential	Application/Interview
Actively contributes to the creation of an open, and interdependent culture.	Essential	Application/Interview
Ability to provide accurate guidance, information and advice to service users.	Essential	Application/Interview