

JOB DESCRIPTION - CHILDREN & FAMILIES

IDENTIFICATION

Post Title: Social Worker
Section: Children's Services
Responsible to: Team Manager
Responsible for:

Post Ref: 331250
Grade: QSW

JOB PURPOSE

To develop an appropriate range of Family Placement Resources to meet the needs of children and young people in care.

PRINCIPAL WORKING CONTACTS

Service Manager, Team Manager, Other Social Work staff and Agencies

MAIN DUTIES

Assess and prepare carers for the task of temporary fostering or permanence/adoption.

Offer ongoing support to carers through supervision, family work and groupwork models of practice.

Be involved in recruitment processes, which will include the development of publicity materials, organising information meetings and public presentations.

Organise programmes of training for carers and ongoing opportunities for their development.

Be involved in the provision of adoption support to adopted children, their birth parents and adopters.

Liaise with social work colleagues regarding the availability and suitability of resources for children and young people requiring placement.

Plan and carry out in association with other relevant staff, introductory and preparatory programmes for children and young people identified for Family Placement.

Participate in supervision, training and the Employee Development Review process.

The exigencies of the service require that Social Workers will work flexible hours, according to the specific needs of Family Placement work.

OTHER DUTIES

This job description is a broad picture of the post at the date of preparation. It is not an exhaustive list of all possible duties and it is recognised that jobs change and evolve over time. Consequently, this is not a contractual document and the postholder will be required to

carry out any other duties to the equivalent level that are necessary to fulfil the purpose of the job.

PERSON SPECIFICATION

POST TITLE: Social Worker

SERVICE/DIVISION/SECTION: Children's Services, Children & Families

	ESSENTIAL REQUIREMENTS	DESIRABLE REQUIREMENTS	METHOD OF ASSESSMENT
PROFESSIONAL/ EDUCATIONAL QUALIFICATIONS	Diploma in Social Work (or equivalent).		Application Verification at interview
RELEVANT WORK/OTHER EXPERIENCE	Must have experience of child care work.	Have worked with foster carers.	Application form References Interview
PARTICULAR SKILLS/ABILITIES	<p>Knowledge of fostering and adoption legislation.</p> <p>An understanding of the issues for looked after children.</p> <p>Able to work as part of a team.</p> <p>Able to work in partnership with other disciplines and external providers.</p> <p>Able to communicate well in group setting.</p> <p>Able to provide good written material.</p>	Flexible and adaptable.	References Interview
PERSONAL QUALITIES	Able to relate to children, parents and carers.	Consistency.	References Interview
ANY ADDITIONAL JOB RELATED REQUIREMENTS	<p>Must be willing to work flexible hours.</p> <p>Member of PVG Scheme or willingness to become a member of the PVG Scheme with satisfactory Scheme Record and/or Scheme Record Update.</p> <p>Registered with Scottish Social Services Council.</p>		Interview