

## JOB DESCRIPTION



<b>Job Title:</b> Social Worker – Out of Hours		<b>Ref No:</b>	<b>JE Ref:</b> BM55(8)
<b>Department:</b> Social Work Services	<b>Band:</b> 10	<b>Location:</b> Irish Street, Dumfries	
<b>Responsible To:</b>	Senior Social Worker		
<b>Responsible For:</b>	Not applicable.		
<b>Job Purpose:</b>	To provide a Social Work service to individual service users and their families.		
<b>Main responsibilities:</b>	<ul style="list-style-type: none"><li>- Delivery of the Social Work Out of Hours Service – responding to a range of Public Protection issues.</li><li>- Work within the frameworks of local / national Policies and Procedures and Legislation, including defined Public Protection Strategies.</li><li>- Work with others to ensure that there is an integrated approach to support and care, for vulnerable individuals, in line with Dumfries &amp; Galloway Council's values and priorities.</li><li>- Involvement in ongoing service development and delivery.</li></ul>		
<b>Job Activities:</b>	<ul style="list-style-type: none"><li>- Provide a Social Work Service, as directed by the Senior Social Worker on duty.</li><li>- Respond to referrals received and undertake assessments of risk and need.</li><li>- Provide advice and guidance and direct / refer to relevant persons and or services.</li><li>- Determine and implement appropriate supports and plans for vulnerable children, young people, adults, and their wider families / networks (ensuring that they are safe and protected from harm).</li><li>- Maintain records of work undertaken with service users in accordance with Departmental requirements.</li><li>- Participate in formal consultations/supervision sessions as required and critically review personal practice and performance in conjunction with line manager.</li><li>- Undertake such training as may assist departmental and personal development, thereby enhancing service delivery.</li><li>- Participate in team meetings, multi-disciplinary team meetings or other meetings concerned with individual service users or aspects of services.</li><li>- Communicate departmental objectives to the wider community and relay community needs to the departments management structure.</li><li>- Promote public awareness and understanding of Social Work Services and its remit and to encourage community involvement in</li></ul>		

	services where appropriate. - Undertake other appropriate duties as required by the Chief Social Work Officer or his/her nominee and coming within the purview of the post.	
<b>Performance Management</b>	<p><b><i>The job activities listed are not exhaustive and may be added to or amended, consistent with the job purpose.</i></b></p> <ul style="list-style-type: none"> <li>- To manage your own performance and any staff you may be responsible for in accordance with the Council's values of Customer First, continuous improvements, openness and honesty, local decision making and team working.</li> <li>- To achieve the agreed performance targets detailed in the work plan and contribute to performance appraisal activities.</li> <li>- To manage your own performance in compliance with all Codes, Regulations and procedures including Code of Conduct, Health and Safety and Governance.</li> <li>- To manage risk, promote risk awareness and prioritise work in light of the risk analysis.</li> <li>- To actively commit to the Council's equality and diversity vision statement and associated policies that promote fairness and equality and celebrate diversity, in dealing with colleagues, clients and service users.</li> <li>- To take all reasonable measures to limit carbon emissions and reduce energy/ resource consumption when undertaking work activities.</li> </ul>	
<b>Prepared by:</b>	<b>Kay Forrest</b>  <b>***Reviewed by Rosie Black, Team Manager, 19/03/2022***</b>	<b>Date: 05/08/2021</b>