

### Adults' Social Care Worker Scale 5

**Role purpose:** To listen and connect with adults and carers to promote their well-being and to maximise independence and access to community resources. To work intensively with adults to regain control of their lives when a crisis occurs and support people to plan for the future.

**Summary:** Through meaningful conversations, you will carry out and review assessments and support plan for adults and their carers to build a good life within their community.

#### Main Job Duties:

- To work with adults, using a strength-based approach, who may have a wide range of care and support needs and require support to reduce and manage identified risks.
- To work in partnership and engage other professionals to ensure there is a multi-agency approach which enables the adult and/or their carer to live as independently as possible.
- To meet statutory requirements including best practice in relation to the principles of the Care Act 2014 and the Mental Capacity Act 2005
- To fully engage in reflective practice, demonstrating you are an active member of the team.
- To identify adults and carers who may be at risk of abuse and neglect and support safeguarding procedures, alongside a qualified social worker
- To participate in a range of meetings with adults and carers' and exchange information, participate in decision making, with support and review progress.
- To carry out meaningful conversations which determine eligibility under the Care Act (2014).
- To engage with adults and their carers using a strengths-based approach to identify available resources to meet their needs (wherever possible).
- To build to excellent and effective relationships with other agencies and the local community to sign-post when appropriate.
- To develop creative support plans which focus on the outcomes of adults to promote their independence and ensure Care Act (2014) needs are met in a way which helps to maximise this.
- To gather and analyse from a variety of sources that will provide an informed judgement for the decisions you make
- To have an awareness of potential deprivation of liberty and seek management support.
- To promote the welfare of Children and discuss any safeguarding concerns with the line manager.

- To consider eligibility for Continuing NHS Healthcare, completing CHC Checklists and referring on to request that a full Decision Support Tool is completed and contributing to this appropriate.
- The Social Care Worker will undertake duty responsibilities in line with the requirements of the team.
- The Social Care Worker must maintain accurate records in-line with the Adult Services' Recording Policy
- To prepare and participate in reflective practice and supervision
- To make financial decisions within the boundaries of Adult Social Care Devolved Decision Making Policy and seek support and authorisation for decisions above the level set
- The Social Care Worker must be committed to continuing professional development.

#### **General Accountabilities**

- To undertake other such duties, training and/or hours of work as may be reasonably required and which are consistent with the general level of responsibility of this job
- To undertake health and safety duties commensurate with the job and/or as detailed in the Directorate's Health and Safety Policy
- The duties described in this job description must be carried out in a manner which promotes equality of opportunity, dignity and due respect for all employees and service users and is consistent with the Council's Equality and Diversity Policy
- Working with some vulnerable children, young people and adults can, at times, be emotionally challenging for which appropriate support will be provided through management supervision. The post holder must be able to deal with such mental demands.
- This post is exempt from the Rehabilitation of Offenders Act and / previously met the definition of Regulated Activity (as defined by the Safeguarding Vulnerable Groups Act 2006) and is therefore subject to an enhanced Criminal Records Check (Via the Disclosure Barring Service, DBS) (as defined by the Police Act).
- This post meets Regulated Activity (as defined by the Safeguarding Vulnerable Groups Act 2006 as amended by the Protection of Freedoms Act 2012) and is subject to an enhanced Criminal Records Check (Via the Disclosure Barring Service, DBS) and the relevant children and/ adults barred list(s) checks.

- The Code of Practice on the English Language Requirement for Public Sector Workers (the fluency duty) applies to this post. Therefore, an ability to fulfil all spoken aspects of the role with confidence through the medium of English is essential for the post.
- All post holders are bound by Worcestershire County Council Code of Conduct

**Contacts:**

In all contacts the post holder will be required to present a good image of the Directorate and the County Council as well as maintaining constructive relationships.

Internal: Elected Members, Directors, Heads of Service, Senior Managers, Management Teams, Managers and Staff across all directorates, Project Staff, Governors, Head Teachers, Teachers, Support and other school based staff

External: District & County Councils, Government Agencies and Departments, NHS, Clinical Commissioning Groups, Healthcare Professionals, Police, Fire, Probation Service, Educational Settings, Suppliers, Contractors, Service providers, Statutory and Voluntary Organisations, service users, parents & pupils, members of the public, volunteers

**Additional Information:**

The Council reserves the right to alter the content of this job description, after consultation to reflect changes to the job or services provided, without altering the general character or level of responsibility

Reasonable adjustments will be considered as required by the Equality Act

**Knowledge, Skills and Experience:**

**Experience**

It is essential that the post holder has:

- Significant experience of working in a health or social care environment, providing advice and support adults with care and support needs with a wide range of needs including learning disabilities, physical disabilities, long term conditions and dementia.
- Significant experience in assessing needs and translating these into person centred outcomes
- Demonstrable experience in developing and reviewing support plans
- Demonstrable experience in maintaining accurate records using computer-based information systems
- Evidence of Continuing Professional Development

**Skills****It is essential that the post holder has:**

- Detailed knowledge and understanding of community resources and how to access these
- Excellent verbal and written communication skills
- Knowledge and understanding of strength-based assessment and support planning principles
- Working knowledge of IT packages such as Microsoft Office
- Demonstrable understanding of the Care Act (2014), Mental Capacity Act (2005) and safeguarding
- The ability to liaise effectively and build productive working relationships with other agencies and providers
- The ability to plan and prioritise own workload effectively
- Good numeracy skills

**Qualifications & Development**

Level 2 qualification (e.g. NVQ2) in health and social care or be able to demonstrate equivalent experience

Level 2 qualification (e.g. GCSE A to C) in maths and English or demonstrable equivalent

To have attended relevant courses and training in health and social care

**Desirable**

Level 3 qualification (e.g. NVQ2) in health and social care or be able to demonstrate equivalent experience