

Job Description

Job Title:	Advanced Practitioner - ASYE & Skills Development
Directorate:	Children's and Family Services
Section:	Early Intervention and Children's Social Care
Responsible to:	Principal Social Worker
Grade	12

Job Purpose

To work as part of the Childrens Services Learning and Professional Development Academy to support and develop the professional skills and capabilities of practitioners across the service with lead responsibility under the PCFSW for areas including the below:

- Assessed and Supported Year in Employment (ASYE)
- Step-up to Social Work & Post Graduate National Social Work Schemes
- Practice Education
- Student Social Workers
- Social Worker Progression
- Social Work Apprenticeships
- National Assessment and Accreditation System (NAAS)
- Learning and Development as part of a Children's Social Care workforce team
- Continued Professional Development Programmes

Key Duties / Responsibilities

Strategic Management

- To work closely with the Principal Child and Family Social Worker to influence change and support the delivery of a robust service to children and families in the city, undertaking discrete pieces of work as requested by the Principal Child and Family Social Worker.
- To develop and commission where appropriate induction training and development programmes for Newly Qualified and Experienced Social Workers and Children and Families Practitioners.
- To develop practice, policies and procedures that will underpin the development and delivery of the ASYE programme and post qualification support, undertaking reports, facilitating group supervision sessions and workshops and observations of practice where necessary.



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- Contributes to the overarching Stoke on Trent's Vulnerable Children and Corporate Parenting strategy, to ensure that teams plan for safety, permanence and stability for children and young people regardless of the setting and to actively support more children to live at home.
- As part of the social care workforce use creative approaches to develop and deliver training and workshop sessions as needed for staff across the service, particularly those in the first and second year of practice, to ensure they are consolidating practice and preparing for assessments of practice.
- To provide advice and support to managers, supervisors, workers and practice educators ensuring a robust culture of learning and development.
- To represent the local authority and support local professional relationships, networks, and partnerships such as the Teaching Partnership and Universities to promote the development of social work initiatives in the region

Performance

- Guide and develop practice and performance of staff within teams and impact on outcomes/progress for children, young people and families working with teams.
- To provide the highest level of professional support to newly qualified social workers (NQSW) and those in their second year of practice. To act as an enabler by supporting the development of best practice in relation to assessment, planning and reviewing processes, including risk assessment and legal proceedings. Acting as the lead role improving the quality of professional social work practice across the service.
- To provide support and preparation as necessary to social workers, supervisors and managers in relation to the National Assessment and Accreditation System (NAAS).
- When necessary act as Practice Educator for students on placement
- To represent the department and City Council as requested by the PCFSW.

Resource Management

- To support the development of Social Work Apprenticeships in liaison with university partners, acting as mentors and taking regional lead roles where appropriate.
- To lead on the development of practice education and student placements with support from other members of the team as required
- Works with the PCFSW to ensure that relevant information, data and finance information is up to date including developing systems to track the progress of students, and newly qualified social workers.

Communications

- Model direct work with children and families across the social work task including the context of assessment, planning, delivery, review and case closure/transfer. Ensures

that strong relational links are in place between family members and individuals/teams.

- To model and enable effective relationships across the service and wider partnership to ensure that children and families receive the best possible service to meet their needs.
- To actively promote learning and take a lead role in the development of activities that support continued professional development as defined by Social Work England.

Culture

- Contribute to the development of effective partnerships in order to achieve a co-ordinated approach to ensure effective safeguarding arrangements' (Section 10 The Children Act 2004).
- Assists in creating a learning culture where critical reflection and constructive challenge is featured in all case work and meetings.
- Ensures focused and purposeful social work interventions with explicit aims and objectives are made about desired outcomes by leading individuals/teams as a learning system.
- To keep up to date with any changes in legislation, national and regional developments in social work education and practice to support the development of the wider workforce.
- To take responsibility for own CPD and maintaining the required level of performance for the post
- Any other duties appropriate to the post.

Finance and Staffing Dimensions

- Have shared responsibility and oversight for the ASYE Budget with the Principal Social Worker

Person Specification

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Minimum Essential Requirements - Evidenced by: **a:** application form **b:** test **c:** interview

Knowledge and Qualifications	a	b	c
Approved social work qualification	✓		
Registration with Social Work England	✓		
Practice Educator's Award	✓		
Demonstrate detailed knowledge of current professional social work practices and relevant legislation	✓		✓
Knowledge of theories relating to social work, development, supervision and management of change and their application	✓		✓
Demonstrates and understanding of disadvantage and social deprivation			✓

Experience	a	b	c
Extensive post qualification experience	✓		✓
Demonstrates experience and understanding of key legislation and social work reforms related to children's social work	✓		✓
Understanding of current national and regional initiatives relating to social care with appreciation for the implications for social work practice	✓		✓
Experience of mentoring or supervision students/colleagues	✓		✓
Experience of designing and delivering training to peers and professional colleagues	✓		
Experience of direct work with children and families and all aspects of the social work role.	✓		✓

Skills and Abilities	a	b	c
An ability to intervene effectively within situations of increasing complexity and challenge	✓		✓
Ability to chair and co-ordinate meetings effectively	✓		✓
Ability to maintain records and complete observations of practice and reports within timescales	✓		✓
Ability to build, maintain and use networks effectively to manage relationships with Universities, external bodies other Local Authorities and non-statutory sector providers.			✓
Resilience and ability to work under pressure			✓



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Highly Developed Interpersonal skills with the ability to influence effectively			✓
Ability to develop and maintain positive working relationships with peers, practitioners and managers			✓
Ability to design training and development workshops which are evidence based and constructed on contemporary themes			✓
Excellent Communication Skills with the ability to communicate effectively across a range of contexts including the ability to create and deliver concise, engaged and accurate information to a range of audiences, adapting style and content to the needs of the audience and checking understanding.	✓		✓

Conditions of Service

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Section: Early Intervention and Children's Social Care

Grade: Level 12

Salary: £26,810.86 - £28,674

Duration: This is a permanent post.

Working hours: Your normal hours of work are based on a 22 hour week.

Annual Leave Entitlement: You will be entitled to 28 days annual leave rising to 33 days after five years continuous service and eight public / bank holidays. The above entitlement will be calculated pro rata depending upon hours of work

Sickness Absence: This will be paid at basic levels. This means that any enhancements normally received for shift work, weekend working and so on will not be paid on days when you are absent from work due to sickness

Pension Provisions: For occupational pension purposes you will have the choice of:-

- a. Joining or continuing in the Local Government Pension Scheme.
- b. Arranging your own personal pension provision approved by the Inland Revenue.

Business Mileage: If you have to use your own vehicle on council business please ensure that you are insured to do so then the appropriate allowance is payable as per the national scheme.

Notice Period: Your notice period will be dependent upon the grade of the post and your continuous service.

Probation Period: New entrants to local Government service are subject to a probationary period of six months during which you are expected to establish your suitability to the post.

Equal Opportunities Monitoring: New entrants must provide details of ethnicity and disability for the starter forms to enable the city council to monitor its progress towards being an equal opportunities employer.

Medical Examination: Your employment is subject to the council's medical adviser giving medical clearance. Initially, this will take the form of a medical questionnaire.



Disclosure and Barring Service (DBS) Check: This post is exempted under the Rehabilitation of Offenders Act 1974 therefore appointment to this post is conditional upon the receipt of a satisfactory response to a check of police records. You should note that the existence of an unsatisfactory police check may result in the withdrawal of the offer of employment.

If during your continued employment you receive any convictions, cautions, reprimands or final warnings that are not “protected” as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1974 (as amended on 2013) you are required to disclose to your manager immediately that you have been convicted or cautioned during the period of your employment. Guidance and criteria on the filtering of “unprotected” cautions and convictions can be found on the Disclosure and Barring Service website.

Asylum and Immigration: According to the Immigration, Asylum, Nationality Act 2006 you must (if appointed) provide proof of current and valid permission to be in the United Kingdom, and valid permission to do the type of work offered.

Your continuing employment is subject to you having leave to remain and work in the United Kingdom by having a valid work permit. Should your work permit fail to be renewed at a future date, the authority would have to terminate your contract with immediate effect.

Trade Unions: As your employer, we support the system of collective bargaining in every way and believe in the principal of solving industrial relations problems by discussion and agreement. For practical purposes, this can only be conducted by representatives of the employers and of the employees. If collective bargaining of this kind is to continue and improve for the benefit of both, it is essential that the employee’s organisations should be fully representative. Therefore, it is recommended that employees become a member of a trade union represented on the relevant national joint council.

A full list of the trade unions appropriate to the type and nature of employment is available from HR.

Other Conditions of Service: Any other conditions of service are as per the Scheme of Conditions of the National Joint Council for Local Government Services as amended by decisions, rules and regulations of the City Council.