

## PERSON SPECIFICATION

POST: Social Worker  
GRADE: 7  
DIRECTORATE: Families and Wellbeing  
SERVICE: Adult Social Care

### **NOTE TO APPLICANTS:**

Whilst all points on the person specification are important, those marked 'E' (essential) and 'A' (application) are key requirements. You should pay particular attention to these points and provide evidence of meeting them. Failure to do so may mean that you will not be invited for interview. In addition to interviews a variety of other selection methods may be used such as tests or exercises dependent on the role you applied for. You will be advised of any alternative selection methods in the letter inviting you for interview.

### **CRITERIA:**

#### **Experience:**

1. Experience of working in a community setting (E) A
2. Experience of assessing and support planning for adults with complex support care and support needs (E) A
3. Experience of working with people within a strength based framework (D) A,I
4. Experience of person-centred assessments and self-directed support and risk management (E) I
5. Experience of working with adults with a range of needs e.g learning disability, physical disability, mental health (E) A
6. Experience of working autonomously and under pressure (E) I
7. Experience of working as part of a team (E) A

#### **Skills and Abilities**

1. Self-motivated and flexible with the ability to use own initiative (E) I
2. Good organisational skills with ability to prioritise work to deadlines (E) I
3. Positive approach to managing stress and the ability to work under pressure (E) A,I
4. Ability to use IT and present information (E) T
5. Ability to communicate effectively verbally and in writing with a range of people including: team members, service users, carers, colleagues within the department and with other agencies. (E) A,I,T
6. Ability to prioritise and organise workload to meet targets and respond to unforeseen events (E) A,I.
7. Negotiation, problem solving and decision making skills (E) A,I
8. Ability to adapt to change (E) A,I

#### **Education/Qualifications/Knowledge**

1. Recognised social work qualification (E) A,I,C
2. Registered with Social worker England (E) A,I,C
3. Evidence of Continuous Professional Development (E) A,I

4. Knowledge of the equipment and adaptations criteria, assessment process and provision (D) A,I
5. Knowledge of relevant legislation, Government policy and guidance in relation to social care, health and housing (E) A,I
6. Additional qualifications eg ASYE, Post Graduate Certificate (D) A,I,C.
7. Willingness to undertake additional post qualifying training ie: practice education, BIA, AMHP in line with the Councils progression CPD policy.

**Other Requirements:**

1. 37 Hours per week (D) A,I
2. Flexible, innovative approach and good time keeping (E) A,I
3. Full and current driving licence (E) A,I,C
4. Ability to carry out visits to service users homes and other community venues (E) A,I
5. Completion of mandatory training (E) C
6. Enhanced DBS clearance (E) C

**Commitment to Equal Opportunities:**

1. Understanding of anti-discriminatory practice and commitment to equality and diversity (E) A,I
2. Commitment to social inclusion and dignity in care (E) A,I

**Commitment to Service Delivery/Customer Care:**

1. Commitment to service development and continuous improvement (E) A,I
2. Commitment to personalisation and service user engagement (E) A,I
3. Commitment to delivering high quality services both effectively and efficiently to the benefit of the wider community (E) A,I

**NOTE TO APPLICANTS:**

**Whilst all points on the person specification are important those marked 'E' essential are the key requirements. You should pay particular attention to these points and provide evidence of meeting them. Failure to do so will mean you will not be invited for interview.**

**Methods of Assessment Key:**

**A = application form, C = certificate, E = exercise, I = interview, P = presentation, T = test, AC = assessment centre.**

## **PERSON SPECIFICATION**

**POST:** Experienced Social Worker

**GRADE:** 8

**DIRECTORATE:** Families and Wellbeing

**SERVICE:** Adult Social Care

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### **CRITERIA**

#### **Experience:**

1. Experience of working in a community setting (E) A
2. Experience of assessing and support planning for adults with complex support care and support needs (E) A
3. Experience of working with people within a strengths-based framework (D) A, I
4. Experience of person-centred assessments and self-directed support and risk management (E) I
5. Experience of working with adults with a range of needs e.g learning disability, physical disability, mental health (E) A
6. Experience of working autonomously and under pressure (E) I
7. Experience of working as part of a team (E) A
8. Experience of mentoring/supervising less experienced colleagues i.e. social workers, students, ASYE's, CCW's (E) A,I

#### **Skills and Abilities**

1. Self-motivated and flexible with the ability to use own initiative (E) I
2. Good organisational skills with ability to prioritise work to deadlines (E) I
3. Positive approach to managing stress and the ability to work under pressure (E) A,I
4. Ability to use IT and present information (E) T
5. Ability to communicate effectively verbally and in writing with a range of people including: team members, service users, carers, colleagues within the department and with other agencies. (E) A,I,T
6. Ability to prioritise and organise workload to meet targets and respond to unforeseen events (E) A,I.
7. Negotiation, problem solving and decision making skills (E) A,I
8. Ability to adapt to change (E) A,I
9. Ability to model and promote excellent practice within the team and to wider audiences (E) I

### **Education/Qualifications/Knowledge**

1. Recognised social work qualification (E) A,I,C
2. HCPC registration (E) A,I,C
3. Evidence of Continuous Professional Development (E) A,I
4. Knowledge of the equipment and adaptations criteria, assessment process and provision (D) A,I
5. Knowledge of relevant legislation, Government policy and guidance in relation to social care, health and housing (E) A,I
6. Additional qualifications e.g. Post Graduate Certificate, Practice Educator, BIA, AMHP (E) A,I,C.

### **Other Requirements:**

1. 37 Hours per week (D) A,I
2. Flexible, innovative approach and good time keeping (E) A,I
3. Full and current driving licence (E) A,I,C
4. Ability to carry out visits to service users homes and other community venues (E) A,I
5. Completion of mandatory training (E) C
6. Enhanced DBS clearance (E) C

### **Commitment to Equal Opportunities:**

1. Understanding of anti-discriminatory practice and commitment to equality and diversity (E) A,I
2. Commitment to social inclusion and dignity in care (E) A,I

### **Commitment to Service Delivery/Customer Care:**

1. Commitment to service development and continuous improvement (E) A,I
2. Commitment to personalisation and service user engagement (E) A,I
3. Commitment to delivering high quality services both effectively and efficiently to the benefit of the wider community (E) A,I

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