



Person Specification

Note To Applicants

The points that are marked 'E' are the essential 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.

The points that are marked 'D' are the desirable requirements that enhance a person's capacity to do the job.

Job Title	SOCIAL WORKER
Grade	7/8
Directorate	FAMILIES & WELLBEING DIRECTORATE
Service	FAMILY HELP AND PROTECTION

Criteria

Experience		
PROVIDE EVIDENCE OF Direct work experience with vulnerable children and their families. Experience gained via pre- or post-social work qualifying. E (A/I) Experience of statutory children's social work or relevant experience with children/families within a voluntary agency or health trust.	A/I	E

Skills and Abilities		
Ability to draw up and execute detailed child-centred plans including plans for children in need, looked after children and children in need of safeguarding. <ul style="list-style-type: none">• Able to relate to, form relationships, and communicate effectively with, children, young people and their families/carers.• Ability to foster good inter- and intra-agency communication and to listen sensitively to different perspectives and work alongside professionals from a variety of services.• Ability to produce and present written information which is accurate, detailed, prepared to a high standard and within tight timescales.	A/I	E

<ul style="list-style-type: none"> • Ability to present information orally which is coherent and relevant to the requirements of the meeting/panel. • Ability to use computers and other information technology competently and as an effective resource. • Ability to use reflective practice to continuously improve own performance. • Able to interpret and use management information to ensure continuous improvement in professional practice and standards. • The ability to work effectively as part of a team. • Ability to supervise students if appropriately trained and qualified to do so. 		
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Education, Qualifications and Knowledge		
PROVIDE EVIDENCE OF <ul style="list-style-type: none"> • Thorough understanding of risk factors that impact on children and young people’s safety and wellbeing. • Thorough and comprehensive assessment skills. • Knowledge of children’s social care legislation and guidance. • Knowledge of other legislation e.g. education and housing relating to children’s services. • Knowledge of child development. • Relevant qualification in Social Work e.g. CSS, CQSW, DipSW, SW degree, etc. E 	C	E

Other Requirements		
A commitment to work outside of normal working hours as and when required. <ul style="list-style-type: none"> • Able to meet fully the requirement of the post and cover the geographical area required by possession of a valid driving licence and access to a vehicle covered by business use insurance. (Please note, that if you are unable to meet this criterion due to a disability, as defined by the Equality Act 2010, all reasonable adjustments will be considered). • Satisfactory enhanced DBS clearance. • Registered/or seeking registration with HCPC. 	A/I	E

Commitment To Equal Opportunities		
Demonstrate a commitment to equality and diversity and promoting antidiscriminatory practice	A/I	E

• Must agree to comply with the HCPC Code of Practice		
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Commitment To Service Delivery / Customer Care		
Ability to communicate with children and establish appropriate relationships	A/I	E
<ul style="list-style-type: none"> • Commitment to highest standards of service delivery • Commitment to own professional development • Able to demonstrate the high standards of integrity, honesty, fairness and equality expected in public services 		

Climate and Sustainability		
Holds a Carbon Literacy Certificate (or related qualification), or willing to undertake Carbon Literacy related training, in support of the council's climate and sustainability objectives.	A/I	E

Methods of Assessment Key		
A Application Form	I Interview	C Certificate
T Test	P Presentation	AC Assessment Centre

Review Arrangements
The details contained in this person specification reflect the experience, skills, abilities, qualifications etc required of the jobholder. It is acknowledged that these may change over time. Consequently, the Council may revise this person specification from time to time and will consult with the post holder at the appropriate time.

Prepared / Revised By	Charlotte Sweeney
Role	Service manager
Date	08.10.2025