

## LONDON BOROUGH OF LEWISHAM

### JOB DESCRIPTION

|                                  |  |                    |                        |
|----------------------------------|--|--------------------|------------------------|
| <b>Designation:</b>              | Advanced Practitioner                  | <b>Grade:</b>      | SCP 41 – 43            |
| <b>Reports to (Designation):</b> | TEAM MANAGER<br>Children's Social Care | <b>Grade:</b>      | SCP 45 - 47            |
| <b>Directorate:</b>              | Children and Young People              | <b>Department:</b> | Children's Social Care |

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#### Main Purpose of the job:

To work as an expert social worker on the most challenging and complex cases. To model and support others to deliver reflective practice that meets local standards and is congruent with the vision, values and practice framework, promoting relationships and engagement with children, young people and families. To support and deputise for the Team Manager providing supervision, advice, mentoring and consultation to newly qualified and less experienced social workers. To manage and evaluate the performance of colleagues in line with guidance for Assessed Supported Year in Employment (AYSE) and Council policy. To lead on promoting the continuing professional development of colleagues within the service, including facilitating team practice development and group supervision sessions.

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#### Summary of Responsibilities and Personal Duties:

##### PERSONAL DUTIES

1. To undertake casework with the more complex and challenging families that require a high level of social work expertise. To carry a small caseload and jointly allocate with less experienced social workers.
2. To supervise, support, advise, mentor newly qualified and less experienced staff in Complex/High Risk cases (Between 1 – 3 NQSWs/SWs & students). This will include authorising assessments, plans and other documents and chairing strategy meetings and discussions.
3. To support, advise and mentor social workers to ensure understanding and compliance with legislation, statutory guidance, local procedures and guidance in relation to safeguarding vulnerable children, looked after children and permanence planning.
4. To lead, model and support others to deliver relationship based, reflective practice which is congruent with the vision, values, practice framework, bottom lines and meets the expected practice standards.
5. To promote effective participation and engagement with children, young people and families. Leading on seeking feedback in order to learn and deliver good outcomes and supporting social workers to deliver family network meetings and family group conferences.
6. To work closely with the Principal Social Worker and Quality & Improvement Service to create and promote learning opportunities, promoting training and CPD in the team.
7. To take a lead role in a specialist area of practice such as domestic abuse, court work.
8. To lead and facilitate group supervision, case mapping and practice development sessions within the team/service. To act as practice leaders for Signs of Safety and contribute to the overall implementation plan.

9. To act as a practice educator or be willing to undertake the PEPS 1 and 2 and to offer student placements in the team.
10. To support the roll out of NAAS across the service.
11. To promote excellent interagency work by modelling and providing advice and support with partnership working and chairing multi-agency meetings.
12. To support social workers to write complex reports, including Child Permanence Reports, Child Protection Conference Reports and court reports
13. To deputise for Team Managers when required to do so by the Group Manager and Head of Service.
14. To support the team manager in improving performance management and quality assurance.

#### Contacts

Social Workers, Senior Social Workers, Team Managers, Group Managers and heads of Service across Children's Social Care Division.

Independent Reviewing Officers.

Lewisham's Legal Services.

#### Equal Opportunities

To carry out all the functions and responsibilities of the post with due regard to the Council's Equal Opportunities Policy, and to participate in the development of services to meet the needs of the multi-racial community, ensuring the continuing appraisal of anti-racist and anti-sexist policies and procedures.

Assist in carrying out the Council's environmental policy within the day to day activities of the post.

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**Grade and numbers of immediate subordinates 1-3**

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**Number of staff supervised by this Officer**

**JOB DESCRIPTION/POST NO:** 1-3

Consideration will be given to restructuring the duties of this post for a disabled postholder

## PERSON SPECIFICATION

**Job Title:           ADVANCED PRACTITIONER**

**Grade: SCP 41 – 43**

**Department:       CHILDREN'S SOCIAL CARE**

### Note to Candidates

The Person Specification is a picture of the skills, knowledge and experience needed to carry out the job. It has been used to draw up the advert and will also be used in the shortlisting and interview process for this post.

Those categories marked 'S' will be used especially for the purpose of shortlisting.

Please ensure that Equality and Diversity issues are addressed specifically in relation to the role for which you are applying when addressing the requirements of this person specification where appropriate.

If you are a disabled person and are unable to meet some of the job requirements specifically because of your disability, please address this in your application. If you meet all the other criteria you will be shortlisted and we will explore jointly with you if there are ways in which the job can be changed to enable you to meet the requirements.

|  |                           |
|--|---------------------------|
| <b>Equality &amp; Diversity</b>  |                           |
| Awareness of and a commitment to Equality of Access and Opportunity in a diverse community   | <b>S</b>                  |
| Understanding of how equality and diversity relates to this post   | <b>S</b>                  |
| <b>Knowledge</b>   |                           |
| Of the Children Act 1989, Children Act 2004, Adoption and Children Act 2002 and associated guidance and regulation                                     | <b>S</b>                  |
| Of Child Protection Policy, Procedures and Practice  | <b>S</b>                  |
| Of relevant theory in relation to child and family assessment, safeguarding and permanence planning  | <b>S</b>                  |
| Of issues faced by children and families from ethnic minority communities  |                           |
| Of methods and to help others learn  | <b>S</b>                  |
| Of methods to raise performance at an individual and Service level   | <b>S</b>                  |
| <b>Aptitude</b>  |                           |
| Ability to analyse data and formulate plans for intervention and service provision for children and their families                                     |                           |
| Ability to work in partnership with children and families and carers and other agencies  |                           |
| Ability to produce clear, literate and appropriate reports and correspondence for a wide readership and to a high standard                             |                           |
| Ability to organise own work   |                           |
| Ability to recognise the limits of own accountability and responsibility and to seek appropriate support, advice and supervision                       |                           |
| An ability to use Information Technology   |                           |
| An understanding of the role of all parties in court proceedings and the different levels of responsibility/authority within a Local Authority setting |                           |
| <b>Skills</b>  | <b>(To Be Tested – T)</b> |
| <b>Skills can only be used as shortlisting criteria if the skill is to be tested</b>   |                           |
| Excellent communication skills   |                           |
| Excellent team working skills  |                           |
| Offering advice, motivating, mentoring and supporting social workers/senior social workers.  |                           |
| Ability to help others learn and develop   |                           |
| <b>Experience</b>  |                           |
| At least 3 years post qualifying experience in children's social work, including safeguarding and permanence planning                                  |                           |
| Experience of transferring learning/knowledge to others  |                           |
| <b>General Education</b>   |                           |
| Good general education with good standard of literacy and numeracy   | <b>S</b>                  |
| DipSW or equivalent  |                           |
| Must be a Registered Social Worker   |                           |

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| <i>(Please note qualifications are an essential requirement and ORIGINAL Certificates only will be accepted; these will be verified before start of appointment).</i> |  |
| <b>Personal Qualities</b>   |  |
| Self-motivating   |  |
| Excellent interpersonal skills  |  |
| Flexible  |  |
| Able to motivate others   |  |
| Personally robust   |  |
| Able to deal with conflict/criticism in a professional manner   |  |
| Confident   |  |
| <b>Circumstances</b>  |  |
| Ability to work some evenings and weekends on occasion  |  |
| Ability to work alone   |  |
|   |  |
|   |  |
| <b>Physical</b>   |  |
| Generally must meet LBL requirements for the post including eyesight test for VDU working   |  |
| Generally candidates must meet the standard Lewisham requirements for the post  |  |

**DBS Disclosure Required**    **Basic**     **Standard**     **Enhanced**

(Tick as appropriate – guidance available from your HR Advisor, if a DBS is not required please leave boxes blank)