

Job Description: Supervising Social Worker

Ascent Fostering agency is committed to supporting young people therapeutically, this means we support young people to process their trauma and to go on a build trusting relationships. The role of an SSW at Ascent is to be a change agent in this process and to have a real commitment to meeting the needs of young people and supporting them in foster care proactively.

<p><u>Skills and Knowledge</u></p> <p>The post holder must possess:</p> <ul style="list-style-type: none"> • Astute assessment and report writing skills and be able to produce analytical and well evidenced reports for internal and external use as required. • Good interpersonal skills, establishing effective working relationships though which one to one supervision and support is offered to foster carers. • Group work skills, facilitating support groups and foster carer team meetings. • Working knowledge of existing agency Policies and Procedures and their application. <p>Sound knowledge of current legislation, and good practice guidance that governs and informs the delivery and standards of fostering service provision, as well as general developments in social work.</p>	
<p><u>Purpose</u></p> <ul style="list-style-type: none"> • To recruit, assess, train, supervise & support, and review a range of foster carers. 	

<ul style="list-style-type: none"> • To ensure that national fostering standards (2002 and 2011), regulations, schedules, formal notifications to Ofsted are adhered to in respect of the provision of Fostering Services. • To manage a caseload of foster carers, ensuring an effective and efficient deployment of services and resources to safeguard and promote the welfare of children in care and in alternative arrangements. • To work in partnership with the Local authority social work teams and to fully enact and facilitate Care Plans for children in placement. 	
<p><u>Key Tasks</u></p> <p>Tasks specific to this post:</p> <p>The following tasks are indicative of those that may be expected from the post holder and are not a complete list of those that a post holder may undertake. Furthermore, if the demands of the agency require it, the post holder may be required to fulfil a range of agency related tasks.</p> <p>“This organisation is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.”</p> <p>General duties:</p>	

<ul style="list-style-type: none">• To manage a caseload of foster carers to meet the placement needs and outcomes for children placed in their care.• To supervise, foster carers, mentors and or social work assistants as required.• To undertake assessments of prospective and existing foster carers in order to determine their suitability for approval or continued approval as carers.• To accurately record and keep up-to-date information using the appropriate IT and Information systems, in accordance with the agency policy and Procedures.• To undertake duty tasks as part of the Ascent Fostering rota as directed by the Managers.• To work out of hours as agreed.• To promote standards which achieve equality of opportunity.• To adhere to all relevant Policies & Procedures and fostering guidance. <p>Work in partnership with the managers and key professionals to ensure that:</p> <ul style="list-style-type: none">• Foster carers can keep children and young people safe.• Foster carers and the “looked after” children and young people placed with them, receive tailored, personalised support that improves the outcomes for them.	
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- Foster carers prepare children and young people placed with them and work with birth families, where there is a plan for rehabilitation home with their families or carers.
- Effective and constructive relationships with children, young people, their carer's and their families, and partner agencies are promoted.
- Foster carer's agreements, placement agreements, support plans and Safe Care policies are relevant, monitored and reviewed.
- Risk is effectively assessed and managed and that appropriate plans for each child or young person are in place and reviewed according to the needs of the child or young person.

Recruitment and Assessment of Foster Carers:

- To participate in campaigns to recruit foster carers.
- To respond to inquiries from the public in relation to becoming a foster carer
- To attend and participate in recruitment campaigns for foster carers on a planned rota basis through the year on evening and weekends.
- To visit prospective foster carers
- To directly participate in the planning and delivery of training to prospective foster carers on a planned rota basis, evening, and weekends.

Consultation, Support, Feedback, Complaints & Representations:

- To contribute to, participate in the planning and delivery of support groups for a range of foster carers and alternative carers.
- To directly contribute to the planning and delivery of major fostering events e.g., Annual Foster carers dinner.
- To support consultation processes with foster carer and children placed in foster carers and other alternative care arrangements.
- To provide information to respond to complaints and representations and where appropriate to attend specific meetings e.g. Mediation, complaints interviews, formal attendance to IRM panels.

Service Quality, Audit, and Inspection:

- To contribute to and directly maintain and improve service quality, maintenance of all records to ensure that the National Minimum Standards Fostering services 2011 are complied with.

Service Information:

- To directly contribute to the development and production of service information to foster carers e.g. Foster carers Newsletter, Website, Publicity material, information packs etc.

<p><u>Decisions Making</u></p> <p>The post holder will:</p> <ul style="list-style-type: none"> • Report safeguarding events to their manager and work in partnership with the local authority to ensure that Safeguarding and Fostering Policies and procedures are followed. • Be responsible for professional decision making in relation to the supervision, support needs training, provision of information to foster carers, and carers involved in alternative care arrangements. • Be responsible for the foster carer’s agreement, placement agreement and risk assessments, safe care agreements and review of foster carers. 	
<p><u>Supervisory Responsibility for Foster Carers</u></p> <p>The post holder will be directly responsible for the supervision of approved foster carers, and carers where temporary approval has been granted. The post holder may be asked to supervise mentors and social work assistants.</p>	
<p><u>Staff Supervision</u></p> <p>The post hold will receive monthly supervision and have an annual appraisal. The social worker will share the responsibility of ensuring supervision is booked and takes place as appropriate. The frequency of supervision may increase according to complexity of cases, where additional support is requested or during the Induction period.</p>	

Person Specification: Supervising Social Worker

Criteria	Standard
Qualifications	<ul style="list-style-type: none"> • BA (Hons) Social Work, DipSW, CQSW or equivalent • Health and Social Care Professions Registration
Knowledge	<p>Applicants are expected to have a sound working knowledge of:</p> <ul style="list-style-type: none"> • London Child Protection Procedures and Safeguarding Children and Young People. • BAAF Form F assessment process • Children Act and its context. • National Minimum Standards Fostering Service 2011 • Policy and procedures in relation to Looked after children. • Policies and Procedures in relations to fostering service provision.
Skills	<ul style="list-style-type: none"> • Excellent verbal and written communication skills i.e. ability to communicate effectively and express complex concepts and information. • Excellent time-management skills; ability to plan, organise and prioritise a demanding workload and meet deadlines, in order to maintain the delivery of multiple, competing short and long term objectives. • Astute assessment and report writing skills and be able to produce analytical and well evidenced reports for internal and external use as required. • Good interpersonal skills, establishing effective working relationships through which one to one supervision and support is offered to foster carers and promote good customer care. • Ability to effectively work as a team with the professional network within and external to the agency

	<ul style="list-style-type: none"> • Good group work skills, facilitating support groups and foster carer team meetings. • Competent IT skills; ability to use electronic systems for storing data and producing reports and presentations.
Experience	<ul style="list-style-type: none"> • Experience working with children or young people, in either a statutory or voluntary capacity. • Experience in working with children and families in assessing needs, setting tasks and reviewing the progress of agreed targets and plans. • Experience of working with other professionals in a formal setting. • Competence in working with information technology and electronic information systems.
Personal style and behaviours	<ul style="list-style-type: none"> • Ability to work as a member of a team. • Good organisational skills, including effective time management, reliability, decision making, motivating and enabling others. • Ability to develop collaborative relationships. • A partnership/holistic approach to problem solving. • Develops good relationships with others by behaving with integrity, treating people with respect and leading by example. • Commitment to personal and professional development • A flexible approach - willing to accept responsibility and work on own initiative. • Commitment to equal opportunities and anti-discriminatory practice
Additional	<ul style="list-style-type: none"> • The duties of this post requires the post holder to work evening and weekends on a planned rota basis to deliver recruitment, training and evening visits • Holder of current and valid driving licence, and day to day access to a car.

	<ul style="list-style-type: none">• To work a flexible 37 hour week with children young people and their families to identify and support their complex needs, this may include working, evenings, weekends and bank holidays.• Please refer to the Ascent website for view our diversity and equality and safeguarding statement.
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We will ensure, so far as is reasonably practicable, that no disabled applicant is placed at a substantial disadvantage. This person-specification includes what we believe are fully justifiable essential and desirable selection criteria. Provided that the selection criteria unconnected with the disability are met, we will make ALL reasonable adjustments in order that someone with a disability can undertake the duties involved.