

# Job Description

## For Social Care Positions

This form is used to provide a complete description of the specific job (or role) and defines the skills, knowledge and abilities required to undertake the specific and generic role profile.

### Section A: Specific Role Profile

The specific role profile provides key information relating to the salary and working conditions e.g. location of a job, along with the current focus of the job role and a brief description of the main duties.

#### Role Details

Job Title:	Mental Health Social Worker / AMHP: Community Adult Mental Health	JEID	SW004
Salary Grade:	Scale M		
Team:	Mental Health Recovery Team (IPU)		
Service Area:	Mental Health		
Primary Location:	Avenue House, Nuneaton/The railings Rugby		
Political Restriction	This position is not politically restricted.		
Responsible to:	Team Manager/ Lead Practitioner		
Responsible for:			

#### Role Purpose

This role is to provide social work interventions as part of a multidisciplinary mental health team working in the community. You will mainly be working with people who are experiencing severe and enduring mental health problems who have been diagnosed with a form of psychosis, such as Schizophrenia or bi-polar disorder, psychotic depression and delusional disorder

As part of a multi-disciplinary team your focus will be on providing a range of strengths - based social work interventions underpinned by a philosophy of recovery, building resilience, social inclusion and maximising community and social engagement.

#### Role Responsibilities

- Undertake direct social work with individuals through the provision of a range of strengths-based and community and recovery focussed interventions to achieve needs based outcomes.
- Work with individuals to empower them to make their own decisions and to more effectively problem solve.
- Actively support people to develop their community networks and build resilience.
- To build excellent and effective relationships with other agencies and the local community and

to sign-post when appropriate.

- Collaborate with other statutory, voluntary and independent sector agencies to provide a community-focused service to people with mental health difficulties.
- To work in partnership and engage other professionals to ensure there is a multi-agency approach which enables the adult and/or their carer to live as independently as possible.
- Undertake social work that encourages engagement and recovery, identifies the individual's social outcomes to be achieved, ensures a multi-disciplinary input into the process and ensures client and carer participation.
- To carry out meaningful conversations to inform assessments which determine eligibility under the Care Act 2014.
- To develop and review creative support plans which focus on the outcomes the individual has identified, to promote their independence and ensure Care Act 2014 needs are met in a way which maximises their strengths and community assets.
- To meet statutory requirements including best practice in relation to the principles of the Care Act 2014, the Mental Capacity Act 2005 and the Mental Health Act 1983.
- Undertake safeguarding investigations, attend planning meetings, case conferences and reviews and perform a key working role where appropriate
- Ensure that all recording of social work activity is carried out in accordance with policy and procedures and with due regard to data protection and confidentiality.
- Receive and fully participate in supervision from the designated Lead Practitioner/ Team Manager
- Participate in staff appraisal.
- Ensure that Health and Safety responsibilities are carried out in accordance with the Department's health and safety policy and procedures.
- Undertake duties that the County Council shall from time to time require which are consistent with the nature and grading of the post.
- To practice as an Approved Mental Health Professional (AMHP), including participating on the Approved Mental Health Professional (AMHP) rota when required.
- Attend AMHP Forums and mandatory AMHP Training to meet requirements of CPD.
- To undertake regular generic secondary mental health assessments on a rota system
- To be part of the duty worker rota for the North Warwickshire area

## Section B: Generic Role Profile

The generic role profile provides a list of the main tasks that cover the broad range of duties and responsibilities performed at this level for the job role. An employee may not be undertaking all of these at any one time, but they could be expected to do so under their contract of employment.

### Generic Role Details

Job Role:	Mental Health Social Worker: Community based
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### Main Tasks

- To provide an outcome focused social work service in line with Social Work England's Standards
- To work within a legislative frameworks and the local authority's policies and procedures in providing a social work service to adults with mental health needs
- To provide a social work service, to a high professional standard, for individuals, families and groups in an anti-discriminatory manner.
- To practice social work accountably, within the prevailing legislative framework and Council policies and procedures, and under the supervision of the line manager.
- To manage a mixed case load, including a significant number of the more challenging cases that involve vulnerable people with complex problems.
- To assess referrals and designs plans for action, liaising with colleagues and other agencies as appropriate.
- To arrange the delivery and monitors the effectiveness of packages of support to meet people's identified needs.
- To work collaboratively with individuals, families, carers, communities, colleagues and other agencies.
- To undertake safeguarding investigations, with suitable supervision, attending planning meetings, case conferences and reviews as required and performs a key working role where appropriate.
- To ensure that all recording of social work activity is carried out in accordance with policy and procedures.
- To attend appropriate continuous professional development activities as are required and suitable, in agreement with the line manager and contributes to the professional development of colleagues, for example, through mentoring, practice assessing and in being 'team champion' for specific areas of practice.
- Provide supervision to other social care staff/students/healthcare staff, as appropriate, according to their level of qualification and experience
- Can be available to work within any of the Council's localities.

### Enhanced tasks

- To undertake work with individuals with more complex needs, which require the development of skilled interventions.
- Whilst dealing with more vulnerable individuals, and challenging situations, it is likely that there will be regular intense emotional demands.
- Contribute to the professional development of colleagues, including students and support workers which will include the allocation and checking of work.

## Section B: Person Specification

The person specification provides a list of essential and desirable criteria (skills and competencies) that a candidate should have in order to perform the job.

Each of the criteria listed below will be measured through; the application form (A), a test / exercise (T), an interview (I), a presentation (P) or documentation (D).

### Essential Criteria

Assessed By:

Professional Social Work qualification and current registration as a social worker with the Social Work England (SWE)	A, I, D
The ability to independently interpret and analyse varied and complex information or situations and to produce solutions	A, I, T
The ability to identify and respond to needs of customers which may be difficult to satisfy, using enabling approaches whenever possible	A, I
The ability to undertake assessment of complex needs and develop, monitor and review appropriate programmes of care and support, involving multi-agency delivery, for and in partnership with customers and carers.	A, I
The ability to act on behalf of the Council as an advocate in a formal setting	A, I
The ability to make frequent decisions and exercise initiative independently to fulfil the requirements of the role, as agreed in supervision	A, I
The ability to work under a very high degree of pressure including meeting unpredictable deadlines and dealing with conflicting demands	A, I, T
The ability and experience to cope with intense emotional demands arising from the nature of the service user group	A, I
Ability to work well with colleagues, including managers, as a member of a team	A, I
Mobility essential. Able-bodied applicants must be able to drive, have a driving licence and be a car owner. Disabled applicants should be able to perform the job with aid, where necessary.	A, I, D
To be able to operate a keyboard, our client database systems and employ basic computer knowledge and skills	A, I
Ability to communicate fluently, in writing and verbally, with a wide range of people	A, I, T
Evidence of the satisfactory completion of the NQSW and EPD competency programme or in-house KSF programme level 2	A, I, T
Satisfactory check through the Disclosure and Barring Service	D

## Section C: Working Conditions

The working conditions relate to those non-contractual elements of the job that may impact on the holder of the position, as well as those workplace-based responsibilities that are part of this job. These are not contractual but provide a guide to the working conditions and the potential hazards and risks that may be faced.

### Health & Safety at Work

To take responsibility for your own health, safety and wellbeing, and undertake health and safety duties and responsibilities for your role as specified within Warwickshire County Councils Health and Safety Policy, and all other relevant health and safety policies, arrangements, procedures, systems of work as specified for the post/ role.

### Potential Hazards & Risks

The potential significant hazard(s) and risk(s) for this job are identified below (those ticked). The purpose of recording this information on the job description is so that the health status of the potential and actual post-holders can be assessed with regard to the significant hazards and risks. These hazards and risks should be based on the appropriate activity, process and/or operation risk assessment whereby all of the significant risks are identified, recorded and appropriately controlled. The list below is therefore not an exhaustive list because it is the risk assessment that details all significant risks that could arise out of or in connection with the work activity, but any others will be identified in the 'other' section.

<input type="checkbox"/> Provision of personal care on a regular basis	<input type="checkbox"/> Driving HGV or LGV for work
<input type="checkbox"/> Regular manual handling (which includes assisting, manoeuvring, pushing and pulling) of people (including pupils) or objects	<input type="checkbox"/> Any other frequent driving or prolonged driving at work activities (e.g. long journeys driving own private vehicle or WCC vehicle for work purposes)
<input type="checkbox"/> Working at height/ using ladders on a regular/ repetitive basis	<input type="checkbox"/> Restricted postural change – prolonged sitting
<input type="checkbox"/> <b>Lone working on a regular basis</b>	<input type="checkbox"/> Restricted postural change – prolonged standing
<input type="checkbox"/> Night work	<input type="checkbox"/> Regular/repetitive bending/ squatting/ kneeling/crouching
<input type="checkbox"/> Rotating shift work	<input type="checkbox"/> Manual cleaning/ domestic duties
<input type="checkbox"/> Working on/ or near a road	<input type="checkbox"/> Regular work outdoors
<input type="checkbox"/> <b>Significant use of computers (display screen equipment)</b>	<input type="checkbox"/> <b>Work with vulnerable children or vulnerable adults</b>
<input type="checkbox"/> Undertaking repetitive tasks	<input type="checkbox"/> <b>Working with challenging behaviours</b>
<input type="checkbox"/> Continual telephone use (call centres)	<input type="checkbox"/> Regular work with skin irritants/ allergens
<input type="checkbox"/> Work requiring hearing protection (exposure to noise above action levels)	<input type="checkbox"/> Regular work with respiratory irritants/ allergens (exposure to dust, fumes, chemicals, fibres)
<input type="checkbox"/> Work requiring respirators or masks	Work with vibrating tools/ machinery
Work involving food handling	Work with waste, refuse
Potential exposure to blood or bodily fluids	<b>Face-to-face contact with members of the public</b>
Other (please specify):	

