

JOB DESCRIPTION

Job Title: Social Worker		Ref No:	JE Ref: BM55
Department: Social Work		Band: 10	Location: Dumfries and Galloway
Responsible to:	Senior Social Worker		
Responsible for:	N/A		
Job purpose:	Provide a Social Work service to individual service users and their families		
Main responsibilities:	• Work within the framework of legislation relevant to Social Work as well as Council, service and multi-agency policies and procedures • Provide assessment, planning and review within the context of robust assessment and management of risk involving liaison, consultation and joint action with local authority colleagues and other agencies in the community		
Job activities:	1. Provide advice and guidance to individuals, families, carers, groups and communities 2. Gather information and undertake assessments and support the development of plans, ensuring appropriate risk management and engagement with service users 3. Maintain records of work undertaken with service users in accordance with service requirements 4. Liaise with appropriate agencies on behalf of service users and their families or carers, and advocate where necessary on their behalf 5. Participate in formal supervision as required by the Social Work supervision policy 6. Critically review professional practice and performance in conjunction with line manager 7. Undertake continuous professional development as required within the context of a continuous learning approach 8. Participate in team meetings, case conferences and multi-disciplinary team meetings or other meetings concerned with individual service users or aspects of services as required 9. Participate in the Office Duty provision, including acting as an Appropriate Adult as appropriate 10. Promote public awareness and understanding of our Social Work service and its remit, and to encourage community involvement in services where appropriate 11. Demonstrate tasks to students and/or trainees as appropriate. 12. Undertake other appropriate duties as required by the Chief Social Work Officer or their nominee <i>The job activities listed are not exhaustive and may be added to or amended consistent with the job purpose.</i>		

Performance Management	• To manage your own performance and any staff you may be responsible for in accordance with the Council's values of Customer First, continuous improvements, openness and honesty, local decision making and team working. • To achieve the agreed performance targets detailed in the work plan and contribute to performance appraisal activities. • To manage your own performance in compliance with all Codes, Regulations and procedures including Code of Conduct, Health and Safety and Governance. • To manage risk, promote risk awareness and prioritise work in light of the risk analysis. • To actively commit to the Council's equality and diversity vision statement and associated policies that promote fairness and equality and celebrate diversity, in dealing with colleagues, clients and service users. • To take all reasonable measures to limit carbon emissions and reduce energy/ resource consumption when undertaking work activities.
Prepared by: Heather Collington	Date: May 2019

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