



Conditions of Service

Post	Experienced Social Worker [EDT] x 3
Employment status	Permanent
Grade	Pay band L / SCP 32-33
General	The conditions in the National Joint Council for Local Authority Services (Green Book) will apply.
Hours of work	36 hours per week [Including out of hours and weekends]
Salary	£35,745 to £36,922 per annum, plus additional allowances - [22% shift allowance, AMPH allowance + 2 increments]
Basic annual leave	180 hours per annum
Medical	The successful applicant will be required to complete a medical questionnaire and may also be required to undergo a medical examination.
Training	The Council is a recognised 'Investor in People' and encourages training and development for all employees.
Pension	You are automatically entered into the Local Government Pension Scheme, unless you elect not to join. Employees with contracts of employment of less than three months are not eligible to join the scheme. Contributions rates are dependant on salary as per the contribution rates shown below.
Childcare vouchers	The Council is in partnership with a childcare voucher provider, Sodexo who offer existing members a salary sacrifice scheme. However, due to government changes the childcare voucher scheme closed to new entrants in October 2018. Therefore if you were not an existing member of Sodexo prior to October 2018, you will not be eligible to join. There is a government alternative to the Childcare Voucher Scheme called Tax Free Childcare. Further information can be found on the Government website.
Car status	Casual
Disclosure	The post is subject to a Disclosure and Barring check. You must ensure that you complete Section 8 of the application form. If you fail to do so your application will not be considered. Having a criminal record will not necessarily prevent you from being appointed to the post.



Pension contribution rates

The table below sets out the contribution bands which will be effective from 1 April 2020. These are based on the pay bands for **2020/2021**, with the result rounded down to the nearest £100.

	Pensionable Pay for an Employment	Main Section	50/50
		Gross Contribution	Gross Contribution
1	£0 - £14,600	5.50%	2.75%
2	£14,601 - £22,800	5.80%	2.90%
3	£22,801 - £37,100	6.50%	3.25%
4	£37,101 - £46,900	6.80%	3.40%
5	£46,901 - £65,600	8.50%	4.25%
6	£65,601 - £93,000	9.90%	4.95%
7	£93,001 - £109,500	10.50%	5.25%
8	£109,501 - £164,200	11.40%	5.70%
9	£164,201 or more	12.50%	6.25%

The pay ranges in the **Contribution rate** column of the table is increased on the 1st of April each year by applying the rate of pension increase applied to public sector pensions on the 1st of April that year and rounded down to the nearest £100.

If an active member has a permanent material change to his or her terms and conditions of employment which affects his or her pensionable pay, the employer may determine a different contribution rate to reflect that new annual pensionable pay. This can be either an increase or a decrease.



Exempted posts – Disclosure & Barring Service (DBS) disclosure

Knowsley Metropolitan Borough Council aims to promote equality of opportunity for all with the right mix of talent, skills and potential. We welcome applications from diverse candidates.

Certain posts are subject to a Disclosure & Barring Service check due to the nature of the work being undertaken. All candidates who are successful at interview for one of these posts will be asked to complete an application form for a 'disclosure' check by the Disclosure & Barring Service before the appointment is confirmed.

Whilst the council supports the rehabilitation of ex-offenders, it is obliged in the recruitment of all employees to use an Exemption Order of the Rehabilitation of Offenders Act 1974 in order to ensure safe recruitment to posts where working with children, vulnerable adults or other positions of trust are involved. If you apply for a post that is subject to a disclosure, you will be advised in the recruitment job pack.

Having a conviction or a record of some type of unacceptable behaviour **would not** necessarily bar you from being appointed to the post as any decision to employ will be considered on the individual circumstances of each case.

If you are in doubt about what you should declare, you can ask advice from a member of the Human Resources Division 0151 443 3434.

Further information about the Disclosure & Barring Service, including how information is assessed in line with the Rehabilitation of Offenders Act 1974 can be found on their website: www.crb.gov.uk

Safeguarding

Where the post involves working with children, in addition to a candidate's ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children, including:

- Motivation to work with children and young people
- Ability to form and maintain appropriate relationships and personal boundaries with children and young people
- Emotional resilience in working with challenging behaviours
- Attitudes to use of authority and maintaining discipline



Equality and Diversity sub groups

Knowsley Council has six established sub groups to support the equality and diversity agenda, details below.

The groups are supported by the Equality and Diversity Manager, Paul Peng who can be contacted on 443 3073.

Knowsley Black and Minority Workers' Group (KBMWG)

The group's vision is to 'promote respect and value diverse cultures within Knowsley', and they are committed to challenging all forms of discrimination, racial harassment and bullying to promote race equality in employment and in the delivery of services.

Disability workers' group

This group meet to discuss issues surrounding disability within Knowsley. The council recognises that people are disabled by society and not their impairment. The group advises on all policy and procedure. They also provide a networking opportunity across the groups to discuss common issues and link with similar employee forums in other local authorities.

Knowsley Carers Forum

The group provides drop-in sessions for people who are carers. More and more of our workforce are juggling work and caring for someone they love. This can be a difficult time. The group aims to offer information and support.

Knowsley Lesbian, Gay, Bisexual and Transgender Forum

The group aims to promote the council positively as an employer which is supportive of the LGBT workforce, as well as promoting LGBT within the larger community.

It acts as a consultation forum on new and existing policies and strategies and participates within equality impact assessment processes with the view to improving and influencing change. Through the group there is a robust and systematic process for exchanging ideas, problem solving and information sharing, this then raises awareness and reduces discrimination within the workplace.

Knowsley Multi-Faith and Belief Group

The group is a welcoming and caring community of people who value faith and belief in the workplace, and meet to explore and express these values and provide opportunities for others to do so.

Our aims are to:

- Celebrate and increase the appreciation of faith and belief in the workplace.
- Offer support and community to colleagues who have a personal faith or who are seeking to explore their beliefs.
- Challenge prejudice and inappropriate behaviour in relation to faith and belief in the workplace, where necessary.



Knowsley Council

Women's operational workers' group

The group's primary focus is the consideration of women's equality issues relative to every aspect of employment and service delivery.

It provides advice and guidance which contributes to the Equality and Diversity agenda of Knowsley Council, particularly as women make up the majority of the total workforce.

The Women's Operational Workers' Group provides feedback in relation to council policies, procedures and strategies to the equality and diversity implementation group. The group also promotes International Women's Day.

Equality and diversity information is available to view on [Knowsley MBC](#)

<https://www.knowsley.gov.uk/your-council/policies,-plans-and-strategies/people/equality-diversity>