

Hertfordshire County Council Job Outline



JOB TITLE: Adult Safeguarding Practitioner
GRADE: H9-M1
REPORTS TO: Adult Safeguarding Advanced Practitioner
TEAM: Adult Safeguarding Team
DEPARTMENT: Adult Care Services

Purpose of the Job

As a social care professional (Social Worker, Occupational Therapist, Nurse or other), you will contribute effectively and professionally to the work of the specialist Adult Safeguarding team, to fulfil Hertfordshire County Council's adult safeguarding responsibilities in line with section 42 of the Care Act and working within Hertfordshire safeguarding frameworks. The values and principles of Making Safeguarding Personal are intrinsic to the operations of the team.

You will endorse and act in accordance with the principles of personalisation, ensuring that appropriate safeguarding responses and actions are person-centred and, as far as possible, putting people in control of their lives. Your practice will be responsive, inclusive and community-based, working to ensure the service provided is effective, efficient and delivers positive and personal outcomes for the citizens of Hertfordshire.

You will respond to safeguarding concerns raised; record safeguarding adult concerns accurately and timely; identify safeguarding plans to mitigate risk to the person; gather relevant information to support decision making; seek and record views of adult at risk, undertake capacity assessments / best interest decisions as appropriate; contribute to strategy discussions or meetings. You may be required to lead investigations and contribute to case conferences, ensuring outcomes are recorded; be lead investigator on a section 42 enquiry; and identify need for other assessments or interventions required.

More broadly they will support the delivery of the ACS vision to: the People of Hertfordshire so that they feel well informed about what's available to them so they can lead safe, happy and healthier lives in a way they choose. They feel valued and listened to, have independence and a range of positive things to do. We offer the best and most responsive services in the country. These are services our staff feel proud to deliver and would be pleased to receive

Main Areas of Responsibility

Ensures effective safeguarding and risk management

- Acts as the lead professional in safeguarding concerns / enquiries including
- assessment and management of risk, knowing how to intervene
- proportionately and ensuring people are protected from harm, while protecting
- their human rights.
- Works within Hertfordshire safeguarding frameworks to ensure vulnerable
- adults are protected.
- Undertakes safeguarding investigations under the direction of a manager.
- Engages with, assists and provides advice to carers to enable them to sustain
- their caring role.
- Involved in partnership working with other organisations, community groups
- and community members in a variety of settings to achieve positive outcomes
- for service users and carers.
- Accurately recording and keeping records up to date.

Addresses adversity and social exclusion

- Acts as the lead professional when an adult is at risk of social exclusion and
- assists people to deal with adverse circumstances such as: poor health,
- poverty, inadequate living conditions; as well as maximising the strength of
- individuals, their families and their communities.
- Actively promotes Equality and Diversity and challenges discrimination.

Promotes independence and autonomy

- Acts as the lead professional where a person is severely constrained by social
- or family circumstances and provides support to achieve a reasonable degree
- to independence and autonomy.
- Uses a person centred approach, developing creative and personalised
- solutions to assist people to manage their lives independently for as long as
- possible.
- Promotes independence and community wellbeing, choice and control within a
- personalisation framework and uses self-directed support flexibly.

Prevention and early intervention

- Acts as the lead professional when a person's health or capacity is
- deteriorating or likely to deteriorate without intervention and the alternative
- may be premature admission to institutional forms of care or a legal
- intervention by the state in the lives of a family.

Demonstrate HCC Values and Behaviours and Professional Standards

- Maximises efficiencies in care planning through consideration of charging
- systems and other funding streams.

- Carries out duties in a timely and responsive manner, in line with SWE
- standards, the Professional Capability Framework and HCC's Values and
- Behaviours framework.
- Keeps and maintains accurate, up to date service user records, in line with
- professional requirements and departmental recording methods.
- Is an ambassador for the profession internally and externally.

Development of Self

- Maintains accurate and up to date knowledge of resources through continual
- professional development, supervision and active engagement with local
- communities.
- Takes responsibility for own professional development in line with Personal
- Development Plan, and performs at an appropriate level within the
- Professional Capability Framework.
- Undertakes specialist training as required to maintain and progress career
- within the organisation.

Please note that additional information referring to the check is in the guidance notes to the application form. If you are invited to interview you will receive more information.

LOCAL GOVERNMENT ASSOCIATION: STANDARDS FOR EMPLOYERS OF SOCIAL WORKERS AND SOCIAL CARE WORKERS (ENGLAND)

Hertfordshire County Council promote the Local Government Associations 'The Standards for Employers of Social Workers and Social Care Workers in England' The purpose of the Standards is to sustain high quality outcomes for service users and their families/ carers/communities. The Standards for Employers are devised into three focal areas:

- Enabling employers to provide a well led professional environment
- Enabling social work professionals to maintain their professionalism
- Enabling them to practice more effectively.

Special Requirements

As a requirement of this role the post holder will need to have a full UK Driving Licence. You will be required to travel to visit clients in their homes and at other venues, and to attend meetings at sites other than own work base.

Diversity and Inclusion

Hertfordshire County Council is committed to making inclusion part of our DNA, both as a large employer of people and as a provider and commissioner of services.

We strive to positively promote diversity and inclusion across the delivery of services and within our workforce. We want everyone at work, regardless of their background, identity or circumstances to have a sense of belonging to the organisation. We want all employees to feel valued, accepted and supported to succeed at work and reach their full potential. Our Diversity and Inclusion Strategy is available on the internal intranet or from your line manager.

Health and Safety

It will be the duty of every employee while at work to take reasonable care for the Health and safety of themselves and of other persons who may be affected by their acts or omissions at work.

Additional Information: Code of Practice on the English Language Requirements for Public Sector Workers

Public Authorities must ensure that all members of staff in customer facing roles, whatever their nationality or origins, are able to communicate the English language fluently with the general public, verbally and in written format.

Person Specification

Please provide a supporting statement which includes examples and evidence of when you have demonstrated the attributes listed below.

You will be expected to address each point separately and in the order listed.

If you do not complete a full supporting statement in the requested format, your application may be rejected.

Social Worker H9-M1

	Essential Criteria	Desirable Criteria
Qualifications and CPD	<ul style="list-style-type: none"> • Social Work degree, social work diploma, CQSW or CSS • Registered with Social Work England 	<ul style="list-style-type: none"> • Evidence of ongoing Continuous Professional Development (CPD) • Completed the Assessed and Supported Year in Employment • Best Interest Assessor qualification • Approved Mental Health Professional • Practice Educator Qualification
Relevant Demonstrable Experience of:	<ul style="list-style-type: none"> • Working with vulnerable adults and or children within a health and social care setting • Involvement in multi-agency work • Working at the required level of the professional capabilities framework 	<ul style="list-style-type: none"> • Staff or student supervision • Applied knowledge of at least one of the following: Mental capacity Act; Mental Health Act; Care Management; Continuing Health Care, Care Programme Approach
Knowledge and understanding of:	<ul style="list-style-type: none"> • Adult Social care and legislation, strategies and guidance relevant to the post • Social work assessment, care management and safeguarding • Human rights legislation and how these laws protect the rights of adults • The integration agenda - working as part of a multi-disciplinary /agency team • The personalisation agenda - applying creative problem solving to maximise independence 	
Skills and Abilities	<ul style="list-style-type: none"> • Strong interpersonal communication skills, using different ways of communicating and impact of language • Strong IT skills; reporting, recording, written • Ability to assess and record eligible and non-eligible needs, drawing on evidence based practice to inform your response • Risk management and positive risk taking 	<ul style="list-style-type: none"> • Work within a scheme of delegated authority

Behaviours	<ul style="list-style-type: none"> • Works within a defined Values and Behaviours Framework • Evidence of core SWE values and behaviours– Standards of Proficiency for Social workers • Motivated, reliable, dependable, self-confident with an ability to work autonomously • Promotes independence and community based solutions 	

Social Worker H9

	Essential Criteria	Desirable Criteria
Qualifications and CPD	<ul style="list-style-type: none"> • Social Work degree, social work diploma, CQSW or CSS • Registered with Social Work England • Relevant post qualifying 	<ul style="list-style-type: none"> • Evidence of ongoing Continuous Professional Development (CPD) • Completed the Assessed and Supported Year in Employment • Best Interest Assessor qualification • Approved Mental Health Professional • Practice Educator Qualification
Relevant Demonstrable Experience of:	<ul style="list-style-type: none"> • Works with vulnerable adults and or children within a health and social care setting • Involvement in multi-agency work • Applied knowledge of at least one of the following: Mental capacity Act; Mental Health Act; Care Management; Continuing Health Care, Care Programme Approach • Safeguarding processes and investigations • Working at the required level of the professional capabilities framework 	<ul style="list-style-type: none"> • Experience of Staff or Student supervision • Applied knowledge of more than one of the following: Mental capacity Act; Mental Health Act; Care Management; Continuing Health Care, Care Programme Approach
Knowledge and	<ul style="list-style-type: none"> • Adult Social care and legislation, strategies and guidance relevant to the post 	

<p>understanding of:</p>	<ul style="list-style-type: none"> • Social work assessment, care management and safeguarding • Human rights legislation and how these laws protect the rights of adults • The integration agenda - working as part of a multi-disciplinary /agency team • The personalisation agenda - applying creative problem solving to maximise independence 	
<p>Skills and Abilities</p>	<ul style="list-style-type: none"> • Strong interpersonal communication skills, using different ways of communicating and impact of language • Strong IT skills; reporting, recording, written • Ability to assess and record eligible and non-eligible needs, drawing on evidence based practice to inform your response • Keeps calm and focussed under pressurised and challenging circumstances • Risk management and positive risk taking 	<ul style="list-style-type: none"> • Work within a scheme of delegated authority • Mentors, coaches, supports and supervises other qualified care professionals to be accountable, proactive, innovative, autonomous and to enhance performance.
<p>Behaviours</p>	<ul style="list-style-type: none"> • Works within a defined Values and Behaviours Framework • Evidence of core SWE values and behaviours– Standards of Proficiency for Social workers • Motivated, reliable, dependable, self-confident with an ability to work autonomously • Promotes independence and community based solutions 	

Senior Social Worker M1

	Essential Criteria	Desirable Criteria
Qualifications and CPD	<ul style="list-style-type: none"> • Qualified Social Worker registered with Social Work England (SWE) • Relevant specialist post qualifying and or post graduate training • Actively undertakes a specialist role e.g AMHP, Practice Educator, or equivalent, or agreement to undertake these roles within the first year • Works at the required level of the professional capabilities framework 	<ul style="list-style-type: none"> • Approved Mental Health Professional • Practice Educator Qualification • Best Interest Assessor practitioner • Evidence of CPD
Relevant Demonstrable Experience of:	<ul style="list-style-type: none"> • Works with vulnerable adults and or children within a health and social care setting • Involvement in multi-agency work • Experience of student supervision • Applied use of Social Care & Health Care legislation • Finding innovative solutions to meet identified needs of service users • Safeguarding processes and investigations • Reflecting on experiences to enhance and inform own practice and decision making 	<ul style="list-style-type: none"> • Applied use of at least one of the following of Mental capacity Act; Mental Health Act; care Management; Continuing Health Care, Care Programme Approach • Experience of Staff supervision & development planning • Chairing safeguarding investigations
Knowledge and applied understanding of:	<ul style="list-style-type: none"> • Adult Social care and legislation, strategies and guidance relevant to the post • Social work or assessment, care management and safeguarding • Human rights legislation and how these laws protect the rights of adults • The integration agenda - Working as part of a multi-disciplinary /multi-agency team • The personalisation agenda and applying creative problem solving to maximise independence 	<ul style="list-style-type: none"> • Works within a scheme of delegated authority
Skills & Abilities	<ul style="list-style-type: none"> • Exceptional interpersonal communication skills, using different ways of communicating and impact of language • Strong IT skills; reporting, recording, written • Ability to assess and record eligible and non-eligible needs, drawing on evidence based practice to inform your response 	<ul style="list-style-type: none"> • Mentors, coaches, supports and supervises other qualified care professionals to be accountable, proactive, innovative, autonomous and to enhance performance.

	<ul style="list-style-type: none"> • Acts in a self-directed, proactive way to identify and develop opportunities ideas and innovation • Keeps calm and focussed under pressurised and challenging circumstances • Manages risks and positive risk taking 	<ul style="list-style-type: none"> • Analytically interprets research, audits, case law and present to colleagues in an accessible way to inform practice. • Actively and creatively develops others' capabilities in line with service objectives and professional standards
Behaviours	<ul style="list-style-type: none"> • Works within a defined Values and Behaviours Framework • Evidence of core values and behaviours relevant to SWE - Standards of Proficiency for Social workers • Motivated, reliable, dependable, self-confident with an ability to work autonomously • Promotes independence and community based solutions 	