****

**Additional Information for post of Consultant Social Worker**

Please see attached a **Consultant Social Worker (CSM)** job description and person specification. This is a generic role in use throughout the organisation and therefore Barnardo’s uses generic job descriptions and person specifications when advertising for such roles.

When completing your application form, please refer to the skills, knowledge and experience required as detailed in the **Person Specification** and also any further information included in this **Additional Information Sheet**. This should be done with an understanding of the context of the service described.

**Newport and Barnardo’s** Family Support Services, Integrated Family Support Service, South East Wales Locality

**Initial Location of Post**

Integrated Family Support Service

Old Brynglas Hostel

Brynglas Road

Newport

NP20 5QU

**History of Service**

Under collaborative arrangements the IFSS is delivered jointly by a partnership between Newport Children’s Services and Barnardo’s. The aim of the IFSS is to provide multi-agency, evidence based interventions that integrate seamlessly for children, young people and their families. Under a new contract the partnership is secured for at least seven years and service developments will include support for looked after children.

**Objectives of Service**

The Family Support Services in Newport include FASS and FST. They contribute to the reduction in the numbers of children being accommodated, especially emergency admissions into care. They deliver family focused interventions to enable parents to improve their parenting capacity and recognise their strengths and build resilience. This may require them to achieve necessary behavioural changes. Services also address the social, cultural and organisational factors which have an impact on the safeguarding of the children or young people. Interventions are based upon evidence-based practice relevant to the family’s needs and include elements of Motivational Interviewing, Brief Solution Focused Therapy and Cognitive Behavioural Therapy.

**Specific Responsibilities**

**The Consultant Social Worker Role is pivotal to the development of new services across IFSS services, the promotion of reflective practice and positive partnership working with Newport Children’s Services.**

1. To contribute to the planning and delivery of service developments as identified in the service specification.
2. To identify and develop evidence based interventions to meet the identified needs of children and families.
3. To supervise staff.
4. To manage complex casework, plan and deliver evidence based interventions.
5. To establish, develop and maintain productive working relationships, through liaison and joint work with other agencies, organisations, groups and individuals within the team’s operational remit.
6. To prepare reports as requested including those relating to complex care proceedings and Child Protection Conferences and Children in Care Reviews.
7. To act as consultant and provide advice to partners in relation to IFSS complex casework and service delivery.
8. To have responsibility for ensuring that when a service is provided to meet an identified need, the IFSS component of a Child Care Plan will be negotiated and developed.
9. To promote and disseminate advanced practice skills & research to include training.

**Supplementary Information**

*All criteria are essential unless indicated as desirable (D)*

1. A professional social work qualification, i.e. DipSw, CQSW or CSS is essential to this post.
2. A Post Qualification Award or Masters in Social Work is desirable.
3. Knowledge and understanding of relevant legislation applicable to this work, i.e. safeguarding, child protection practices and procedure.
4. Expertise in child development.
5. Expertise in Domestic Abuse (D).
6. Expertise of planning and developing services for children and families
7. The post holder may be required to work outside of normal working hours to support the team in responding to crisis situations.

**SALARY**: £ 33,423.93 - £ 41,421.11 per annum

**GRADE: E38A**

**HOURS**: 37 hours per week

Although this contract has a permanent status, please be aware that this post is subject to funding initially until 2025 and therefore should this funding not be extended further, you may be subject to a redundancy consultation or a TUPE arrangement.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **B _Cymru-Wales_(RGB) Consultant Social Worker (CSM)**  Grade 38A  Grade 38B (38-48) (salary bar applies)  **JOB DESCRIPTION**  **Job Title:** Consultant Social Worker (CSM)  **Department:** Children’s Services  **Reports to:** Children’s Services Manager  **Responsible for:** Typically up to circa 8 direct reports and all staff and workers in a designated Service or cluster of services/projects. Shared responsibility for the proper engagement and support of Volunteers associated with the Service(s)  **Key working relationships:**  *Internal contacts:*   * All relevant specialist Functions: Finance, Policy & Research, People, Premises & Facilities, CAUI, IS, etc. * Volunteering Support arrangements for Locality * Business Support & MI arrangements for Locality * Business Development staff * Safeguarding leads and related roles * Business Line colleagues as necessary   *External contacts:*   * Local Commissioning bodies and other key funding stakeholders * Multi Agencies and partners in practice * Specialist groups/forums relevant to Service delivery   **Job Purpose:**  **To make a real difference in the lives of Children, Young People and Families by:**   * Leading and managing a Service(s) to ensure a positive impact on children, young people and families through the effective and efficient delivery of Children’s Service activities and practices. * To influence and challenge actual and potential Commissioners, partners in practice, and other stakeholders, in order to maintain and develop Barnardo’s reputation as an advocate for Children, Young People and Families.   **Key Responsibilities:**   1. Leads and manages all staff and workers in order to build and maintain a capable and motivated team. 2. Completes all required people management procedures and routines for all staff in compliance to Barnardo’s Policies and procedures throughout the employee lifecycle. 3. Undertakes specific duties, services and activities where stipulated in the Service Contract or otherwise defined and agreed with the Commissioner 4. Proactively leads and manages Contract provision, working closely with internal and external stakeholders as necessary, to ensure that progress on delivery and specified targets is monitored and reported regularly, and that any issues are addressed and resolved to the satisfaction of stakeholders 5. Collaborates with the Childrens Services Manager/Assistant Director of Children’s Services for the Locality to maintain and develop relationships with local commissioning bodies, and key stakeholders, in order to increase the Services reach and scope and to influence best practice in the field 6. Handles all and any representation or Complaints, from any source, in a fully compliant and professional manner to ensure that concerns are addressed, resolved and documented in line with relevant Children’s Services Policies 7. Leading and influencing on Safeguarding to ensure an active engagement is maintained in the interests of the child at all levels in the Service and that all issues are dealt with comprehensively and compliantly to Barnardo’s policy and procedures; involving all relevant external agencies and authorities as necessary. 8. Contributes as required to external meetings to review Contract outcomes in order to demonstrate, and promote, Barnardo’s reputation as a provider of Children’s Services 9. To proactively develop and maintain influential working relationships with key stakeholders such as commissioning teams and other agencies in order to be a respected advocate on Children’s issues and to enhance Barnardo’s reputation in the Locality   **Key Activities:**  **Quality of Practice**   * Ensures regular supervision of practitioners, either directly and/or through direct reports assess the quality of practice and the impact made on children, young people and/or families. * When appropriate, undertakes observation of practice to identify opportunities for learning to enhance the practice of others and improve outcomes for children and young people   **Business Development**   * Works with the business development unit to provide input, expertise and knowledge to winning work and maintaining existing contracts * Work closely with the Children’s Services Manager/Assistant Director of Children’s Services and the Business Development Unit:   + For tendering/ grant applications   + To champion new and innovative ideas which improve outcomes for children, young people and families   **People and Learning**   * Acts as a role model to staff, setting a clear agenda for the service, contributing a sense of common purpose amongst all Children’s Services staff * Actively engages with staff on key aspects of the employment relationship in line with the role defined for a manager in People Policy and Procedures * Keeps up to date with developments in social care, education, health and other relevant legislation; disseminates information to staff and encourages continuing professional and career development in staff * Ensures all employees and volunteers in the locality undertake relevant/required/regulatory learning and development to meet the needs of their service users and to comply with prevailing policy and procedures.   Service Quality, Effectiveness and Risk Management   * Active engagement in all management planning and monitoring processes so that Performance Management and Management Reporting and Information is up to date and meaningful * Plans and monitors the budget for the Service, exercising good cost management and appropriate financial control to maintain efficiency and effectiveness * Is accountable for ensuring that Service User Recording is undertaken in line with Barnardo’s policies and procedures through regular sampling and monitoring * Proactively seeks opportunities to improve the effectiveness and quality of the locality and service delivery in order to achieve better outcomes for children, young people and families. Can evidence such impact as required to external stakeholders * Promotes a culture of safe and effective services within the locality   **Equality & Diversity**   * Is proactive in promoting equality and diversity matters; monitoring compliance to legislation, policy and practice in all aspects of the Locality’s operations and encouraging full engagement on such issues by staff, workers and volunteers * Promote good practice in equality and diversity in all working   **This Job Description and Person Specification reflect the duties of the post as they exist at this time. The post-holder may be required to undertake other duties commensurate with the salary and competence requirements of this post from time to time as required.**  **B _Cymru-Wales_(RGB)**  **PERSON SPECIFICATION**  *All criteria are essential unless indicated as desirable (D).*  **Job Title: Consultant Social Worker (CSM)**  **Please note:**  When used for recruitment purposes, applicants must demonstrate in their application form that they currently use the skills outlined below or have used them previously in employment, education, training, volunteering etc. Please refer to the Additional Information Sheet for the additional essential requirements for this post.  **Education/Knowledge**   * Where statutorily required or stipulated by a Commissioner or the nature of the service - a Relevant Professional Qualification - and registration with any associated regulatory body. Please see the Additional Information Sheet for detail. * Active commitment to Continuing Professional Development * Possession of, or working towards, an appropriate management skills qualification (D) * Sound knowledge of, and experience in, matters of child protection and Safeguarding   **Experience**   * Demonstrable experience of working with children and young people and in leading others to best practice in the delivery of Children’s Services * Demonstrable record of working constructively with partner agencies, commissioners and other stakeholders, in a way that enhances the reputation of Barnardo’s externally * Demonstrable capability in understanding and managing financial and budgets * Demonstrable capability in compiling meaningful Management reports and information on performance and impact for commissioners and other Service stakeholders   **Skills/Abilities**   * Credibility to describe and role model best practice in Children’s Services work to all staff and stakeholders * Can demonstrate effective leadership within Barnardo’s through their own behaviour and interactions in the workplace towards staff, volunteers and service users, and externally in dealings with stakeholders * Demonstrable capability to set team and individual objectives, and to coach towards high performance and continuous improvement * Ability to demonstrate high standards in their own work and to motivate and direct staff with a sense of common purpose * Ability to develop and adapt a Service in a changing and challenging funding environment * **Circumstances** * Receives a satisfactory Enhanced Disclosure Clearance via the Disclosure and Barring Service. * It is a requirement of this post that you are registered with Social Care Wales – subject to professional status. * Accepts requirement to work in a non-smoking environment consistent with Barnardo’s statutory obligations and guidelines on our working environment in all other respects * From time to time, the role may require attendance at meetings and other events outside of normal working hours, and/or outside the Locality, to meet the needs of management and key stakeholders * Flexibility in working hours and location, as per contract of employment, with a reasonable consideration for personal circumstances and needs.   **Managing Diversity**   * Recognises the unique potential that individuals from differing backgrounds, experiences and perspectives bring to Barnardo’s and is proactive in their commitment to, and an understanding of, equality and diversity. * **Barnardo’s Basis and Values, and Equality Code of Conduct**   Actively demonstrate Barnardo's Basis and Values and Equality Code of Conduct in all areas of work:   * + Respecting the unique worth of every person   + Encouraging people to fulfil their potential   + Working with hope   + Exercising responsible stewardship   **Leadership and Management Behaviours**  Act as a role model for the Barnardo's Leadership and Management behaviours:   * Driven to deliver * Leading and engaging * Strategic thinking   **Pre-employment Checks:** Any Employment with Barnardo's will be subject to the following checks prior to your start date:   * Receipt of References satisfactory to Barnardo’s. * A Disclosure and Barring Service (DBS) check (if applicable to the role) * If you have been living/travelling outside of the UK for 6 months or more a Certificate of Good Conduct (CGC) will be required if applicable to the role   ***To be completed by the Pay and Reward Team / People Team***   |  |  |  | | --- | --- | --- | |  | **Name** | **Code** | | ***Grade*** | 38A | OC.WA.E38A | | ***Job Family*** | Operations | O | | ***Job Sub-Family*** | Core / ETS / FP (as appropriate) | OC / OE / OF | | ***Organisational Level*** | Manager | MN | |