**Job Description IAS**

## Job Purpose

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| To provide professional social work to a caseload of children, young people and families, appropriate to experience and capabilities, ensuring their views are heard.  To ensure the highest of professional standards and good overall knowledge of relevant law,  legislation and practice in line with the values and principles of Family Safeguarding Plus (FSP) and Oxfordshire County Council’s Threshold of Needs and Practice Standards.  To ensure provision of good quality services which integrate government and local guidance and initiatives including, Children Acts 1989 & 2004, Working Together, local Child Protection and Children We Care For procedures, and the DoH Assessment Framework 2000. |

## Job Responsibilities

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| **MAIN DUTIES AND RESPONSIBILITIES:**  • To provide an efficient and effective service to children, young people and their families, ensuring that the needs of the children and their parents/carers are professionally assessed, and that relevant interventions are provided where needed, in a timely way.  • To work with families using a strengths-based approach.  • To prepare and submit written reports as and when required, including child protection conference reports and legal reports for care proceedings.  • To attend conferences, reviews and court as required for each case presenting plans clearly, with professionalism and integrity.  • To ensure the Assistant /Team Manager is kept fully appraised of significant information about allocated families, seeking advice as and when necessary.  • To attend group supervision/casework supervision when required and to ensure that relevant updates are provided before each group supervision session.  • To maintain accurate case records, and to be able to record activity in line with key performance management data.  • To ensure that all case management complies with the statutory requirements and the Council’s policies and procedures  • To act as the duty worker for the team on a rotational basis, responding to new referrals  • To undertake child and family assessments for allocated families  • To investigate allegations of harm or neglect under s47 Children Act 1989 when required.  • To practice in line with the Council’s procedures and statutory regulation in supporting children who come into the care of the local authority  • To be familiar with and committed to equal opportunities and anti-discriminatory and anti-oppressive practice and the Council Policy and Plan and to implement this in all aspects of working practice and promote it in the team, workplace and wider organisation.  • To proactively liaise with and work in partnership other agencies and organisations, parents and carers.  • To ensure that the child’s voice is considered in all casework and included in all assessments and plans.  • To promote the involvement of young service users and families in meetings about them, and where possible, in service development  • Comply with OCC health and safety policies, procedures, and rules, taking reasonable care of self and others.  Newly qualified social workers: The following arrangements apply to social workers in their first year of employment following registration with Social Work England –  • Case holding - 10% reduction of full caseload  • Will join the Social Work Professional Development Centre for Induction and Development Support/Training.  • Will undertake Assessed & Supported Year in Employment (ASYE) programme with the support of the SWEPD |