



Falkland Islands Government – Job Description

Job Title:	Advanced Practitioner and Team Supervisor		
Department:	Health & Social Services	Section:	Social Services
Reports to:	Head of Social Services		
Grade:	Falkland Islands Government Grade – C	Job Code:	203AC2

Job Purpose

To supervise a small team of qualified Social Workers and be responsible for quality assurance of Social Work practice, decisions and delegated functions including providing a process for supporting Social Workers to identify needs, priorities and desired outcomes on casework issues. This will involve working autonomously in line with delegated responsibilities.

To provide an advanced level of professional Social Work expertise to the team in respect of a range of Social Work interventions, methods, theories and research.

Main Accountabilities:

Casework

- ❖ Support the effective management of the incoming work by applying a robust prioritisation system.
- ❖ Manage an allocated caseload including complex assessments and make high level decisions on such complex cases as appropriate within delegations.
- ❖ Ensure that service users have up to date care plans that meet their needs effectively.
- ❖ Work within the Falkland Islands Governments policies, procedures and good practice guidelines in order to meet the needs of vulnerable adults and children within the Islands.
- ❖ Manage interagency and partnership working processes between service users, carers, relatives, and other professionals.
- ❖ Contribute to Multi-Disciplinary Team discussions including those related to hospital discharge and admission as necessary.
- ❖ Work with adults, children and their families, carers and communities to help them make informed decisions, engender change enabling them to clarify and express their needs and contribute to service planning.
- ❖ Maintain up to date case notes and other records and managed within agreed timescales and undertake regular case file audits within and across teams.
- ❖ Write reports, including Court reports, and give evidence in Court.
- ❖ Ensure the Head of Social Services is kept fully apprised of problems arising from cases or work load and to seek advice as and when necessary.
- ❖ Chair safeguarding strategy meetings (both adult and children) and attend multi agency meetings where appropriate.
- ❖ Monitor and assess risk and ensure information about risk is escalated to managers in a timely manner.



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Main Accountabilities: *(continued)*

- **Casework *(continued)***
 - ❖ Develop and maintain positive working relationships with service users and other professionals.
 - ❖ Where appropriate act as the 'duty' worker for the team responding to queries and issues
 - ❖ Provide formal supervision, advice and support to the Social Workers to ensure that effective and sound decisions are made.
 - ❖ Manage systems that ensure risks to vulnerable children and adults are minimised.
 - ❖ Ensure that a focussed service is provided, monitor and resolve service user problems and improve satisfaction of outcomes.
 - ❖ Work with managers to continue to develop good working relationships with partner agencies including health services, education and Police to provide service users with an integrated service.
 - ❖ Support team members to identify and direct in complex cases and involving safeguarding.
 - ❖ Employ best practice in cases regarding mental capacity within the local legislative framework.
- **Learning & Development**
 - ❖ Keep up to date with contemporary issues in generic social work practice including legislation and evidence based practice and use this to inform working practice.
 - ❖ Use supervision to reflect on cases, and put learning into practice.
 - ❖ Identify own individual learning needs in line with the requirements of the Professional Capabilities Framework for an experienced social worker and attend relevant training and development opportunities.
- **Lead Professional**
 - ❖ Liaise with colleagues in own and other directorates and external agencies to gather information to inform assessment and care planning activities, jointly plan and deliver interventions.
 - ❖ Provide constructive challenge to enhance practice, procedures and policies, promote innovation, and introduce new ways of working.
 - ❖ Model and facilitate reflective and evidence-informed practice, contributing to the development of knowledge and promotion of excellence in the field.
 - ❖ Carry out any other duties, commensurate with the post, as may be required for the efficient running of the service.



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Main Accountabilities: *(continued)*

- **Scope**

- ❖ Works within the parameters agreed with the Head of Social Services for any specific piece of work.
- ❖ Requires awareness of budgetary limitations to ensure the correct permissions are sought for any proposed expenditure.

The job description is not an exclusive or exhaustive definition of your duties. You shall undertake such additional or other duties as may reasonably be required by FIG commensurate with your role and grade.

Additional Information:

- ❖ Requirement to deputise for Head of Social Services during periods of absence.
- ❖ Participation in the 24 hour on-call service on a rota basis

Criminal Record Checks - This post is regarded as a sensitive post

All applicants for Government posts will be asked to disclose convictions upon application. Criminal records will only be considered for recruitment purposes when the conviction record is relevant. Having an 'unspent' conviction will not necessarily bar a candidate from employment. This will depend on the circumstances and background to the offence(s).

Any information given will be completely treated as confidential and will be considered only in relation to the post to which the application refers.

Failure by a candidate to reveal information that is directly relevant to the post applied for could lead to the withdrawal of an offer of employment.



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Person Specification:	Advanced Practitioner and Team Supervisor		
Criteria	Essential	Desirable	Assessment Method
Qualifications:			
A degree in Social Work approved by one of the following regulators: <ul style="list-style-type: none"> ❖ Health and Care Professions Council (HCPC) - in England. ❖ Care Council for Wales - in Wales. ❖ Northern Ireland Social Care Council (NISCC) - in Northern Ireland. ❖ Scottish Social Services Council (SSSC) - in Scotland. ❖ If qualifying after 2013, to have completed and passed the Assessed and Supported Year in Employment. 	✓		A
A Post Graduate Diploma or PQ specialist award, (RQF 7 or NVQ 5 equivalent) or appropriate equivalent professional experience.	✓		A
Evidence of commitment to CPD as required by HCPC/Care Council.	✓		A/I/R
Possession of a full current manual driving licence	✓		A/I
Best Interest assessor qualification	✓		A
Knowledge, Skills and Experience:	Essential	Desirable	Assessment Method
Five years post qualifying experience	✓		A/I
Experience of assessing and identifying the needs of adults and children in establishing targeted planning to meet their needs.	✓		A/I/R
Practical experience producing in depth and analytical assessments for complex cases	✓		A/I/R
Experience of chairing multi-disciplinary meetings	✓		A/I
Experience of undertaking assessments and writing court reports and presenting evidence in court	✓		A/I/R
Achieving Best Evidence trained and experienced	✓		A
An insight and understanding of the pressures of working in a small community and the professional behaviour required in that context	✓		A/I
Previous experience of supervising Social Workers and Social Work staff	✓		A/I
Experience of signing off assessments and effectively supporting colleagues	✓		A/I/R
Sound knowledge of generic social work practice issues	✓		A/I/R
Excellent knowledge of social work intervention	✓		I/R



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Knowledge, Skills and Experience:				
Contemporary knowledge of social work applications	✓		I/R	
In-depth knowledge of relevant legislation, regulations, guidance and policies	✓		A/I/R	
Has proven ability in managing change motivating and developing staff	✓		I/R	
Highly developed influencing and negotiating skills	✓		I/R	
Models and uses critical reflective skills in management, practice or organisational supervision settings to enhance own, others and the organisation's strategic outcomes	✓		A/I/R	
Good IT skills including the ability to use Microsoft (Word, Excel, Powerpoint, Outlook etc)	✓		A/I	
Proven ability to work effectively as a team member	✓		I/R	
Good organisational and planning skills and the ability to manage own and team's workload effectively	✓		A/I/R	
Proven ability to write appropriate reports and keep documents up to date	✓		A/I/R	
Ability to effectively mentor colleagues and develop assessment skills	✓		I/R	
Able, through reflection, to analyse, interpret and make positive plans	✓		I/R	
Ability to think analytically to solve problems and issues, making rational, realistic and sound judgements	✓		I/R	
Strong interpersonal skills, especially in working with clients	✓		I/R	
Ability to adapt and cope with a changing environment and support colleagues in these circumstances	✓		I/R	
Experience in an Emergency Duty Team or 'Standby' work		✓	A	
Experience of working with adults with disabilities		✓	A	
Personal Attributes:				
Ability to manage pressure effectively and cope well with conflict and challenge	✓		A/I/R	
Demonstrates commitment to their own and other team member's continuous professional development	✓		I/R	
Clear personal values in line with those of FIG	✓		I/R	
Flexible in the use of time and prepared to work at times outside the normal working day as necessary	✓		I	
Able to attend meetings and to work in a variety of locations both within Stanley and in Camp	✓		I	

Method of assessment: A - Application Form

I - Selection Interview

R - Reference