

## JOB DESCRIPTION



<b>Job Title</b>	Supervising Social Worker		
<b>Salary</b>	<i>£18,517.50 - £21,118.38 pro-rata, per annum, plus 11.5 % Market Premia, £963 Essential Car User Allowance and £380.68 pro-rata London Weighting</i>		
<b>Directorate:</b>	People	<b>Section/Location</b>	Time Square
<b>Grade/Salary Range:</b>	BG-G/F SCP 26 - 31	<b>Work style:</b>	Free

### Key Objectives of the role

- To recruit, train and assess new and substitute foster carers and Special Guardian applicants, for children and young people
- To provide supervision, support, advice and guidance to foster carers to ensure that foster placements continue to meet children's needs

### Designation of post and position within departmental structure

Director, Children, Young People & Learning

Chief Officer, Children's Social Care

Head of Service, Life Chances Service

Team Manager, Life Chances Service

Assistant Team Manager, Family Placement Team

Supervising Social Worker/Senior Practitioner

### Daily and monthly responsibilities

- To provide supervision and support to foster carers
- To complete the delegated authority process to enable foster carers to play an informed and proactive role in day to day decision making
- To attend CLA Review meetings and ensure that foster carers understand and

- 
- implement the requirement around care planning
  - To support foster carers in their work with young people who are preparing to transition into employment and higher education
  - To undertake assessments of prospective applicants suitability to become foster carers, connected carers, private foster carers and/or special guardians
  - To organise annual foster carer review meetings in line with existing Fostering Policies and Procedures
  - To carefully match children who require long term placement with an appropriate foster carer capable of meeting their needs
  - To support foster carers to take proper account of the wishes and feelings of children and young people
  - To contribute to the recruitment of prospective foster carers by responding to enquiries received and by completing initial screening visits to determine suitability for assessment
  - To present all relevant items at Fostering Panel and/or Court (depending on the nature of each case)
  - To provide training to prospective and existing foster carers as per the needs of the service
  - To manage risk, health and safety and ensure safe care of foster placements
  - To participate, in consultation with the Team Manager and Head of Service, in other Family Placement related activities.

### Scope of role

There are no budgetary or supervisory responsibilities.

All employees working with children, young people and vulnerable adults have a responsibility for safeguarding and promoting their welfare.

Bracknell Forest Council has been awarded the LILAC (Leading Improvements for Looked After Children) quality mark for excellence in the practice of listening to and involving Looked After Children and Young People.

All employees working with children and young people must demonstrate a commitment to the principles of participatory practice and the involvement of young people in decisions which affect them.

---

***Such other duties as may from time to time be necessary, compatible with the nature of the post. It should be noted that the above list of main duties and responsibilities is not necessarily a complete statement of the final duties of the post. It is intended to give an overall view of the position and should be taken as guidance only.***

## PERSON SPECIFICATION

KEY CRITERIA	ESSENTIAL	DESIRABLE
<b>Skills and qualifications</b>	<ul style="list-style-type: none"> <li>• Social Work qualification.</li> <li>• Social Work England registration.</li> </ul>	<ul style="list-style-type: none"> <li>• Relevant qualifications or training in therapeutic models.</li> <li>• Post qualifying Social Work modules.</li> </ul>
<b>Competence Summary</b> (Knowledge, abilities, skills, experience)	<ul style="list-style-type: none"> <li>• Experience of working within Children's Social Care.</li> <li>• Ability to communicate with children and commitment to ensure their views are heard.</li> <li>• Sound knowledge of the Children's Act and other legislation including Fostering regulations, Adoption Act, Adoption standards and Care Planning Regulations.</li> <li>• Experience of the placement of children and young people with substitute families.</li> <li>• Experience of producing court reports and giving evidence.</li> <li>• Ability to communicate orally in a clear manner.</li> <li>• Ability to write in a clear and concise manner and to use a computer to record and to maintain data.</li> <li>• Ability and commitment to work within timescales.</li> <li>• Understanding of and commitment to the principles of participatory practice with children and young people.</li> </ul>	<ul style="list-style-type: none"> <li>• Competency to undertake and provide clear strategies to support placement stability.</li> <li>• Experience of working with foster carers and adopters.</li> <li>• Experience of working within UK legislation.</li> </ul>
<b>Work-related Personal Requirements</b>	<ul style="list-style-type: none"> <li>• Excellent written and verbal communication skills.</li> <li>• Commitment to safeguarding and promoting the welfare of</li> </ul>	

---

children and young people.

- Ability to listen to the views of children and young people and take their views into account when making decisions that affect them.
- Commitment to implementing equal opportunities in all areas of work.

---

**Other Work Requirements**

- Flexibility with regard to working schedule
- A satisfactory enhanced Disclosure & Barring Service check
- Driving Licence and use of car on daily basis.

---

**KEY CRITERIA**

**ESSENTIAL**

**DESIRABLE**

**Role models and demonstrates the Council's values and behaviours**



---

All staff should hold a duty and commitment to observing the Council's Equality & Diversity policy and procedures at all times. Duties must be carried out in accordance with relevant Equality & Diversity legislation and Council policies/procedures.