



# Job Description

<b>Job Title</b>	Fostering Social Worker
<b>Directorate</b>	Children & Young People's Services
<b>Service Area</b>	Children's Social Care
<b>Grade</b>	7
<b>Competency Level</b>	2
<b>Salary</b>	£40,777 - £46,142
<b>Job Type</b>	Hybrid
<b>Location</b>	City Wide
<b>Disclosure and Barring Service (DBS)</b>	Enhanced with Child Barred List (Children's Workforce)
<b>Job Evaluation Ref No</b>	

## Job Purpose

To be responsible for the supervision, management, support, development, recruitment, and retention of foster carers.

To safeguard children within their foster placements.

To provide foster carers with a high level of support which enables children to achieve their potential and the best possible outcomes.



Merseyside & Cheshire LGBTIQA Chartermark

## Directly Responsible For:

Not applicable

## Directly Responsible To:

Deputy/Team Manager

## Main Areas of Responsibility:

- Hold and effectively manage a varied caseload of foster carers with appropriate supervision, guidance, and support, reflecting the function of the team and Children's Social Care in accordance with policy, procedures, guidance and legislation
- Be accountable for complex decision making in relation to allocated cases ensuring professional judgement, evidence-based tools, critical reflection and analysis is used to inform this.
- Identify and assess levels of risk and need in often complex situations, ensuring that the safety and welfare of children is paramount
- To carry out assessments of prospective foster carers in line with statutory guidance and timescales
- Attend and present cases to the Fostering Panel, Fostering Review Meetings and the Permanence Panel
- Ensure that reports are up to date, of a high quality and submitted according to appropriate timescales
- To undertake regular supervisory visits offering support and challenge to enable carers to provide a stable and safe placement
- To undertake quality supervision of foster carers and ensure an accurate record is on the carer's file and is shared with the carer
- Undertake work outside of the City Council's boundary in relation to supervisory visits, meetings, events, etc.

- Be responsible for accurate, sensitive, timely and up to date recording on all cases
- Assist foster carers in completing their training portfolio within the required timescale
- To conduct an appraisal to identify each foster carer's level of skill and ability.
- To support and assist the annual review process by completing all relevant reports to Panel standards and within timescale and participate in this process
- To assist and fully co-operate in the care planning process by attending relevant meetings, including placement planning meetings, care planning meetings, LAC reviews, child protection conferences and court when required
- To ensure foster carers are appropriately trained to the level of skill required to meet the needs of children placed in their care and to ensure each foster carer has an appropriate training plan
- To attend and assist in a range of events for foster carers and children in their care, including foster carer forums, recruitment, and any other associated event
- Model critical reflection and evidence-based decision making and support others in developing these
- Model inclusive and non-discriminatory practice in relation to identity and diversity, challenging any issues of concern
- Work co-operatively with colleagues within the Council and in partner agencies
- Ensure that expenditure on cases is properly authorised and recorded
- Manage and appropriately prioritise tasks within an allocated caseload through effective time management
- Take responsibility for obtaining regular professional supervision to ensure effective and reflective practice

- Prepare and participate in Performance and Development Reviews, identifying areas for improvement and carrying out agreed learning and development opportunities including using research to inform practice
- Take responsibility for the continuous professional learning and development of self and others including participating in team meetings and contributing to the development of the team and the overall service
- Ensure that client information data is lawfully gathered, accurate, up to date and only divulged in accordance with the General Data Protection Regulation 2016 (GDPR) and the local government common law of duty of confidentiality. Failure to apply these duties can lead to the individual or the Council facing financial penalties or court proceedings

## Supervision and Management Responsibility:

- No supervisory or line manager responsibilities

## Budget and Financial Responsibility:

- Being fully accountable for managing the council's resources well and complying with statutory requirements. This includes managing time, avoiding unnecessary waste, reuse and recycle resources to reduce personal impact

## Social Value Responsibility:

- Drive for social value through all activities, ensuring wider social, economic and environmental benefits for the council, residents and communities

## Physical Demands of the Job:

- This post is a combination of office work and field work. Hence it involves sedentary periods and also a requirement to travel to meet service needs

## Corporate Responsibility:

- Contribute to the delivery of the Council Plan
- Delivering and promoting excellent customer service, externally and internally.
- Commitment to customer excellence by dealing with customer feedback, including complaints, and learning from feedback in the drive for continuous improvement
- Making the council a great place to work, living the council's values, actively engaging in regular communications including team meetings, undertaking training as required and being responsible for managing own performance
- Develop the City Council's commitment to equal opportunities and to promote non-discriminatory practices in all aspects of work undertaken
- To ensure that all work functions are undertaken in accordance with health and safety legislation, codes of practice and the City Council's safety plan

## Competency Framework:

The post holder will be required to demonstrate the ability to perform at the following competency level: **Level 2**.

This job description is not intended to be either prescriptive or exhaustive. It is issued as a framework to outline the main areas of responsibility. You will be expected to carry out any other duties that may reasonably be required in line with your main duties and changing priorities of the organisation

# Person Specification

Assessment methods used: I = Interview, P = Presentation, A = Application, E = Exercise, T = Test, AC = Assessment Centre

## Qualification and training

### Essential

- Social Work Degree or equivalent (A)
- Current registration with Social Work England (A)

## Experience

### Essential

- Knowledge of childcare legislation, statutory guidance, and best practice research (A/I)
- Knowledge of and an understanding of the Fostering Regulations 2011 and the National Minimum Fostering Standards (A/I)
- Knowledge of and an understanding of child protection and looked after children processes as outlined in Working Together to Safeguard Children and The Care Planning, Placement and Case Review (England) Regulations (A/I)

### Desirable

- Knowledge of the Assessment Framework and other relevant assessment and planning tools
- Knowledge of child development and family dynamics

## Skills/Abilities

### Essential

- Ability to apply critical reflection and analysis to complex cases (A/I)
- Ability to effectively demonstrate the role of a Corporate Parent in line with the Corporate Parenting Principles (A/I)
- Ability to make informed child centred decisions (I)
- Ability to communicate effectively and present coherent and relevant information to meetings/panels (A/I)
- Ability to effectively undertake partnership working with children, young people, and families (A/I)
- Ability to meet the demands of the service and produce work to a good standard within set timescales (A/I)
- Ability to foster good working relationships with colleagues from within the Council and partner agencies and to collaborate for the needs of children and young people to be met and positive outcomes achieved (A/I)

### Desirable

- Ability to research and incorporate new guidance and procedure into work quickly and effectively and use to inform professional decision making
- Ability to demonstrate a skill level in applying needs-led assessment and planning
- Ability to demonstrate in-depth knowledge of theory and practice in assessment and care planning
- Ability to develop practical and procedural knowledge across a defined specialist area
- Ability to undertake direct work with children and young people and/or their carers

- Ability to produce good quality child centred and outcome focused reports and plans
- Ability to demonstrate excellent organisational skills and to prioritise and manage fluctuating caseloads
- Ability to recognise and promote safety, health, wellbeing and emotional resilience for both self and colleagues
- Ability to work effectively as part of a team
- Ability to take advantage of and use information technology, including agile working, to be efficient in practice and time management
- Ability to work within professional and ethical standards including the Social Work England Code/Standards of Conduct for Social Workers

## Commitment

### Desirable

- An understanding of and a personal commitment to the Vision and Values of Liverpool City Council
- Ability to demonstrate a commitment to own professional development and that of other colleagues
- Ability to understand and demonstrate a commitment to equality and diversity

## Other

### Essential

- This post is subject to a Disclosure and Barring (DBS) at the appropriate level
- Full UK driving licence/car user, or commitment to obtain/become a car user within six months (A/I)