

Newly Qualified Social Worker G1

JE Code: MKJECGSWA23



Values – We are dedicated, respectful, collaborative, we are Milton Keynes City Council

Service: Adult Social Care
Reports To: Service Manager/Team Manager/Deputy Manager
Job Family: Care & Welfare
Grade: G1
Political Restricted: N
Date: June 2023

The Social Work progression scale has been implemented to support Social Workers at Milton Keynes City Council by providing a structured career pathway which focuses on Continuing Professional Development (CPD), and attitudes and values in line with the professional standards outlined by Social Work England (SWE). The progression scale applies to all non-management Social Work roles.

Progression point 1. Completion of Social Work Degree, professional registration, and acceptance to AYSE Programme:

Key Deliverables

1.	Risk - Responsible for leading and coordinating cases involving risk and complexity. Ability to anticipate, assess, analysis and make judgements whilst building trust and credibility and of listening to vulnerable adults are all critical to considered outcomes. Record and monitor.
2.	Professional Curiosity - Ability to reflect and use creativity to explore individual circumstances to plan appropriate interventions.
3.	Effective Case Management - Balance the varying demands of a caseload, maintain accurate individual case records and ensure that all required reports are completed to agreed timescales.
4.	Strength Based Practice - Supporting individual's independence and their ability to make choices, maximising those strengths to enable them to achieve desired outcomes.
5.	Recognise the short- and long-term impact of psychological, socio-economic, environmental and physiological factors on people's lives, taking into account age and development and how this informs practice.
6.	Promote and work in accordance with ethical social work practice.
7.	Coordinate professional meetings and where appropriate, lead in the coordination of social care led interventions.

Within reason these key deliverables may evolve to meet service need and it is expected that you will be flexible and adaptable in your delivery to meet both service and council wide needs

Essential Requirements (key skills & qualifications)

1.	Social work qualification (DipSW, CQSW, Degree in Social Work or equivalent).
2.	Acceptance onto AYSE programme.
3.	Registration with Social Work England.
4.	Commit to the requirements of the ASYE framework. Coordinate all mandatory portfolio evidence to support CPD and attend workshops, seminars and 3 monthly meetings to review and track progress.
5.	Spoken English Duty Requirement - The ability to converse at ease with members of the public and provide advice in accurate spoken English is essential for this post.
6.	All post holders will work according to the Council's Values & Expectations.
7.	Able to travel to meet service delivery requirements.
8.	Available to undertake work outside of normal working hours.
9.	Ability to use IT systems and software effectively to accurately record and communicate.
10.	Able to evidence a commitment to CPD.
11.	Commitment to completing Safeguarding Investigation Training.

Job Family

Care & Welfare
Grade G1



Colleagues expectations

- Be professional at all times
- Work together for the good of the team, council and local people
- Promote a supportive culture
- Challenge assumptions
- Take ownership
- Be willing to change and do things differently
- Always work in a safe manner

Managers expectations

- Be a role model by displaying positive behaviours at all times
- Make well-considered decisions
- Support, coach and communicate with my team
- Be accountable for my team's performance

Care and Welfare family jobs have as their primary responsibility, the vulnerable members of our community who depend upon the Council for direct advice, guidance and practical assistance. They may personally carry out caring related tasks, or manage those that do, but it is personal interactions with those in our care that are at the centre of these roles.

Role characteristics

At this level posts comprise front-line positions requiring a combination of professional qualifications and extensive experience in order to make consequential assessments and judgements in relation to the care and welfare of vulnerable children and adults. Working either in residential or non-residential teams, job holders' freedom to act will be based not simply upon laid down procedures but also on more general professional and corporate policy guidelines.

The knowledge and skills required

At this level, the expertise that underpins job holders' decisions and authoritative recommendations is grounded in either the theory of social work and/or associated disciplines or very extensive practitioner level experience. Job holders may require specific qualifications in order to comply with the legislative and regulatory requirements of their job.

Jobs at this level which do not quite require the in-depth theoretical knowledge described above will offset this with higher levels of financial responsibility and/or personal impact factors such as physical effort or more difficult working conditions. Roles at this level will engage with others in assisting with physical tasks requiring some modest manual dexterity. Computer use is also a day-to-day feature of these roles.

Thinking, planning and communication

Job holders need developed communication skills to engage at the appropriate level with service users. Two-way communications where inherent barriers exist is regularly challenging and post holders must couch their advice and persuasive messaging in terms which can be understood. These skills are likely to have been gained through specific experience and training.

Whether resulting from their own case work or from issues escalated from other areas, the problems and situations dealt with will inevitably be complex, involving multiple information streams such as individual needs assessment, consideration of resource allocation and prioritisation of conflicting demands. Although still working on a day-to-day basis with groups and individuals, there will also be a need to take a longer view which maybe up to a year ahead in some cases. Two-way communications where inherent barriers exist is regularly challenging and job holders must couch their advice and persuasive messaging in terms which can be understood. These skills are likely to have been gained through specific experience and training.

Decision making and innovation

The procedures, approaches and techniques required to fulfil the duties of these roles may be professionally based and/or defined by internal recognised protocols, but job holders will organise their own workload in accordance with changing demands and priorities.

Job holder will independently respond to problems, some of which may not have been encountered previously. They will have access to advice and assistance from team managers or supervisors when serious issues arise.

Areas of responsibility

Job holders are responsible for the accurate and timely assessment of service user needs. As well the identification and delivery of appropriate care and welfare solutions under a variety of circumstances over more than a day-to-day timescale.

Job holders will generally have formal management responsibility within their team or centre. Those at this level who do not have this responsibility will be social work profession- also, whose specialist qualifications offset this slightly reduced demand.

These roles are unlikely to have any financial responsibilities beyond the occasional handling of modest amounts of cash, sometimes on behalf of others.

Job holders will create and maintain work records, both written and electronic. There will, in addition, be sole or shared responsibility for the safe use and basic maintenance of a range of equipment, premises and/or vehicles.

Impacts and demands

At this level, the requirement for greater than normal physical effort is modest, although there will always be a need for limited standing, walking and the lifting/carrying of equipment and other items. Awareness of the actions of children, vulnerable adults and others will call for long periods of sensory attention. Job holders will also be required to have moderate periods of concentrated mental attention, for example when report writing or attending case meetings. Given the range of case work involved, job holders will also experience the pressures of deadlines and conflicting demands.

The nature of these roles is such that most of the client relationships job holders are required to develop and maintain will need them to exert greater than normal emotional resilience, with some particularly challenging service users placing intense emotional demands upon them.

Working directly with vulnerable service users will result in some exposure to disagreeable, unpleasant or hazardous environmental working conditions. This may extend to dealing with odours, intimate care and bodily fluids, and will also see job holders exposed to unpleasant or even threatening people related behaviour from time to time.