



**Manchester City Council**

**Role Profile**

**Social Worker Grade 7**

**Directorate for Adults, Health and Wellbeing  
Reports to: Senior Social Worker/Team Manager**

**Key Role Descriptors:**

The role holder will work with complex cases in accordance with statutory responsibilities. They will deploy these responsibilities in accordance with national and local policies and procedures to secure positive outcomes for customers.

The role holder will manage safeguarding risk effectively, working within a multi agency environment, providing a professional social work service.

To promote the independence and well-being of adults of working age and/or older people.

To complete assessment and planning of individual packages of care for service users and carers, in line with criteria of eligibility and designated care plan.

To work in a holistic and person centred way, ensuring customers and families remain central to the processes they are part of.

The role holder will supervise and develop students and trainees and contribute to the development of other staff including other social workers.

**Key Role Accountabilities:**

Effectively manage a complex caseload with appropriate supervision, guidance and support. The role holder will be accountable for highly complex decision making across a range of social work duties and responsibilities.

Prepare and produce a variety of high quality and professional written documentation on behalf of the City Council in accordance with national and local policies and procedures and within agreed timescales.

Work in conjunction with and providing consultation to partner agencies to deliver effective planning for Adults, their carer's and families to ensure positive outcomes. This will include representing the City Council at a range of meetings, proceedings and reviews as required.

Ensure that the practice of ethical record keeping is observed and recording is evidence based, accurate and up to date.

Take an active role in team and service development. This will include supervising students and providing support to colleagues as and when required.



# MANCHESTER CITY COUNCIL

A personal commitment to continuous self, professional and organisational development.

Through personal example, open commitment and clear action, ensure diversity is positively valued, resulting in equal access and treatment in employment, service delivery and communications.

**Where the role holder is disabled every effort will be made to supply all necessary aids, adaptations or equipment to allow them to carry out all the duties of the role. If, however, a certain task proves to be unachievable, job redesign will be given full consideration.**

## **Role Portfolio**

The role is for full time Social worker in Adults Social Care as part of Manchester City Council

The expectations of the Social Worker are expected to work in a person centred, strength based approach to achieve positive outcomes for the individual, supporting them to maintain their independence, and providing and promoting choice and control of their support to enable them to maintain their lives in their local community.

The Social Worker is required to recognise and identify safeguarding, taking a person centred approach to safeguarding in accordance with the Care Act 2014 and Manchester City Council's safeguarding policy and process.

The Social Worker is also expected to have an understanding of the Mental Capacity Act 2005, demonstrating that where an individual does not have capacity, that they are acting in their best interests with the least restrictive options at all times.

In Manchester we are currently working to implement an integrated health and social care by April 2018,, as such the Social Worker will be expected to work in integrated teams, working with health professionals to achieve the best outcomes for our citizens, supporting citizens to remain in the community and promoting safe and effective transfers of care from a hospital setting back to their own homes.



## **Social worker Grade 7– Key Competencies and Technical Requirements**

### **Behavioural Competencies**

- **Teamwork** – Working together helps deliver the best outcomes.
- **Customer Service** – Putting customers at the heart of what we do.
- **Delivery** – Delivery of high quality services is at the heart of what we do.
- **Change** – Improving services and making the most of resources.
- **Pride in Manchester** – Demonstrating pride in our city.

### **Generic Skills**

- **Communication and Interpersonal Skills** – Is able to effectively transfer key and complex information to all levels of staff, adapting the style of communication as necessary and ensuring that this information is understood. Ability to communicate equally, appropriately and effectively with the widest range of individuals and groups across all sectors and levels of society.
- **Planning and Organising** – Ability to organise own time effectively, creating own work schedules, prioritising, preparing in advance and setting realistic timescales for own self and others. Has the ability to visualise a sequence of actions needed to achieve a specific goal and how to estimate the resources required. Ability to maintain focus and objectivity under various conditions and skill in managing and maintaining a multi-priority workload, progressing various ideas and plans concurrently.
- **Analytical Skills** – Demonstrate the ability to apply analytical and logical thinking to gathering and analysing information, designing and testing solutions to problems, and formulating plans. Application of strong analytical reasoning skills and intellectual focus, taking in the wider external and internal environments.
- **Problem Solving and Decision Making** – Ability to react to immediate problems of a highly complex nature with associated risk factors and deliver immediate solutions sometimes under extreme pressure.
- **ICT Skills** – Ability to use IT systems to retrieve, record and update information and willingness to learn to use new systems.

### **Technical requirements (Role Specific)**

- Social Work Qualification
- Willing to consent to & apply for an enhanced disclosure check
- Registered with the Health Care Professionals Council
- Willingness to travel to any location within Manchester City boundaries.