

Job Description
Social Work Apprentice

Service	Children's Social Care	Team	Various – Year 1 Children's Residential Services Year 2 – Children and Family Wellbeing Service or Outreach Services Year 3 – Social Work Team
Directorate	Children's Services	Location	Various locations across Lancashire
Grade	6	Salary Range	£28,142 - £32,061
Reports To	Team Manager	Staff Responsible For	Nil

Job Purpose

Reporting to the Team manager, the Social Work Apprentice will work in partnership with Social Worker's and other agencies to provide a personalised, strength based and whole family focussed response to meeting the unmet needs of identified children, young people and families.

The Social Work Apprentice will develop their skills over a three year period.

In Year 1 you will work as a Residential Child Care Worker. You would work from a children's home where children and young people aged between 11 years and 17 years live. Residential Child Care Workers eat and sleep at the home with the children and young people and undertake basic household tasks – cleaning, cooking, shopping.

Our children are not able to live safely with their parent(s) or family and this is usually due to adverse childhood experience and trauma. Residential Child Care Workers listen and engage our children in 1:1 work around feelings, emotions and behaviours and link with other professionals, such as social workers, schools, police, and health workers to ensure our children's needs are met

In Year 2 you would work either in the Children and Family Wellbeing Service or in one of our Outreach teams. In both roles you would hold your own caseload of children and would be responsible for completing Early Help assessments, chairing meetings, completing direct work and being part of a multi-agency team around the child and family to ensure their needs were met.

In Year 3 you would join a Social Work team, working alongside Social Workers to develop your skills and prepare you for the role. The overall purpose of the role is to achieve the best outcomes for children and young people in Lancashire ensuring that the right support is provided by the right service at the right time. You will be involved in ensuring children and young people are safe and protected from harm, assisting with completing Social Work assessments and leading on direct work with children, young people and their families.

The Social Work Apprentice will work cooperatively across service delivery teams to ensure that there is a seamless service.

The Social Work Apprentice will support the delivery of effective support and services to children, young people and families in line with the vision for Children and Families in Lancashire developed by the Children and Families Partnership Board which states;

Children, young people and their families are safe, healthy and achieve their full potential

To deliver this vision we have agreed some key outcomes:

Five Outcomes

1. Vulnerable children and young people are safe from harm and build resilience.
2. Children and young people achieve their full potential in education, learning and future employment.
3. Children and young people enjoy healthy lifestyles and know how to help others.
4. Children, young people and families have a voice in shaping the support they receive.
5. Children and young people live in Lancashire where they can enjoy a good quality of life, be happy and want to stay.

Accountabilities / Responsibilities

1. Hold an allocated caseload relating to children, young people and families within the locality which will include assisting with child protection and court work.
2. Undertake service support activities to respond to the unmet needs of families. Including assisting with C and F assessments, developing SMART plans and delivering evidence based direct work interventions that are designed to improve outcomes for children, young people and their families.
3. Ensure the needs and wishes of children are fully addressed in the assessment and planning process and that there is evidence of children and young people's participation.
4. Liaise with the designated line manager and comply with service requirements regarding supervision, undertaking continuous professional development and attendance at formal training.
5. Respect confidentiality and explain to parents/carers when there is a need to share information with others in order to protect children
6. Be aware and responsive to the differing needs of all groups within the community
7. Demonstrate consistently high standards of practice that put the needs of children at the forefront of all activity
8. Record interventions and direct work with children, young people and families in a comprehensive, accurate and judgement free manner, applying suitable analysis to justify their defined course of actions
9. Work independently in response to the needs of families, seek guidance and support when unsure and/or to improve the quality of interventions
10. Account for their use of resources and expenditure from agreed budgets deployed to support a response to the needs of children, young people and families
11. Identify opportunity for improving day to day procedures and processes within the team or work area, and contributing these to team planning, to support the continuous improvement of services

12. Operate in accordance with service policy and procedures and relevant standards for Children's Services
13. Present and account for their work with children, young people and families, in terms of quality assurance, audit and inspection processes.
14. Regularly communicate with other agencies and service providers to share information, build working relationships and to ensure joined up service provision for families.
15. Monitor, review and evaluate own performance against the teams objectives by engaging with the County Council's Performance Engagement Process. Take appropriate corrective action as necessary.
16. Visibly and actively support and promote the corporate activities and the values of the council.
17. Undertake any other duties in relation to this area of work, including membership in the teams duty rota
18. Flexible application of working hours to respond to periodic service needs to work outside of core weekday/daytime hours in response to the needs of families.

Other

Equal Opportunities

We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.

Health and Safety

All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must help us to apply our general statement of health and safety policy.

Customer Focused

We put our customers' needs and expectations at the heart of all that we do. We expect our employees to have a full understanding of those needs and expectations so that we can provide high quality, appropriate services at all times.

Our Values

We expect all our employees to demonstrate and promote our values:

- **Supportive**
We are supportive of our customers and colleagues, recognising their contributions and making the best of their strengths to enable our communities to flourish.
- **Innovative**
We deliver the best services we possibly can, always looking for creative ways to do things better, putting the customer at the heart of our thinking, and being ambitious and focused on how we can deliver the best services now and in the future.
- **Respectful**
We treat colleagues, customers and partners with respect, listening to their views, empathising and valuing their diverse needs and perspectives, to be fair, open and honest in all that we do.
- **Collaborative**

We listen to, engage with, learn from and work with colleagues, partners and customers to help achieve the best outcomes for everyone.

Person Specification **Social Work Apprentice**

All the following requirements are essential unless otherwise indicated by *

Your ability to meet the job requirements will initially be assessed by the information provided on your application but further assessment will be undertaken at interview and, in some cases, by using other types of assessment(s).

Qualifications
- Applicants must have completed prior to application GCSE or equivalent in English Language at Grade C or above. (Acceptable equivalents include Functional Skills level 2, Key Skills level 2, British Sign Language level 2, etc.). 120 UCAS points (This is equal to A level grades B/B/C or BTEC Distinction, Merit, Merit (DMM)) the UCAS tariff calculator will help you work out UCAS points or equivalent experience.
Experience
- At least 2 years' experience working with vulnerable children, young people or families in a relevant field - Experience of working with a wide range of other professionals to improve outcomes for children, young people and their families. This may include for example professionals in the Police, Health, Education, Substance Misuse services and Domestic Violence services. - Demonstrable experience of working directly with children, young people and their families to identify and assess their needs and make appropriate planned responses which seek to improve their outcomes
Knowledge, Skills and Abilities
- Good analytical, assessment and critical reflection skills - Empathy and sensitivity to the needs arising from a wide range of family dynamics and circumstances - Good understanding of the developmental milestones of children and young people and the ability to apply this knowledge to direct advice and support in relation to parenting - An understanding of strength-based practice and a commitment to developing motivational interviewing skills through training provided - Excellent communication skills, both verbal and written - Ability to work as a member of a team - Good knowledge and understanding of relevant underpinning theory and principles for improving outcomes for children and young people and their families * - Ability to build and maintain effective networks and relationships both internally across a Children's Services environment and externally with multi-agency partners - Ability to use relevant IT systems - Ability to respond positively to training and development opportunities - A good knowledge of the cultures, religions and communities across Lancashire - Ability to use supervision positively and to contribute to the performance management process
Other

- Commitment to equality and diversity.
- Commitment to health and safety.
- Display the LCC values and behaviours at all times and actively promote them in others.