

Job Description

Directorate:	Adult Social Care		
Service:	Adults Social Care		
Salary range:	£40,777 - £46,142	Grade:	9
Reports to:	Team Manager	Staff responsible for:	Yes

Job purpose and scope

To improve outcomes for adults with care and support needs and carers.

To undertake effective strengths based assessments, planning and direct work with adults with care and support needs and carers that identifies needs in accordance with the Care Act 2014, statutory guidance, policy and procedures.

To undertake safeguarding duties as required to protect adults with care and support needs from abuse or neglect.

To practice social work in a transparent, accountable and safe way in accordance with professional standards, ethics and values.

To supervise newly qualified and experienced Social Workers

Performance Indicators

- Quality of advice/service against legal, safety and best practice standards
- Achievement of relevant service targets
- Adherence to internal/external quality standards if applicable
- Adherence to policies and procedures
- Accuracy and timeliness of information recording and processing
- Customer and stakeholder feedback
- Leading Lancashire Framework

Leading Lancashire – Our Leadership Framework



Leading Lancashire

Our Leadership Framework

Our Vision and Values We are driven by a simple yet powerful vision – “Here at Lancashire County Council, we are helping to make Lancashire the best place to live, work, visit, and prosper.”

This vision is at the centre of everything we do. Embedded in our identity are our values: **Supportive, Innovative, Respectful, and Collaborative**, our guiding principles that enable everyone to thrive.



Four Spheres of Leadership

The Leading Lancashire framework is a dynamic approach, encapsulating four key spheres:

Responsibilities, Capabilities, Behaviours, and Results.

These spheres form the bedrock of our leadership ethos, providing clarity and direction for all leaders. Responsibilities guide our actions, Capabilities cultivate our potential, Behaviours shape our interactions, and Results measure our impact. Together, these spheres ensure leaders deliver their best for themselves, their teams, LCC, and the people of Lancashire.



The Lancashire Mindset

Woven through the Leading Lancashire framework we introduce The Lancashire Mindset; Growth, Ownership, Optimism and Positive Impact. Adopting this mindset across the entire organisation not only brings our values to life but also emphasises the collective commitment to delivering the best for the people of Lancashire.

The Lancashire Mindset not only shapes our approach to leadership but also serves as a guiding force for a culture rooted in growth, ownership, optimism, and the commitment to making a meaningful positive impact.



Levels of Leadership

The **Leading Lancashire** framework provides an opportunity to define and clarify the focus and purpose of the various leadership levels within the organisation.

VISIONARY (Long-Term Direction):

Level 1 & 2 Leadership – Executive Directors and Directors Senior leaders at this level, are Visionary Leaders. They have the privilege of shaping the long-term vision for the organisation, providing strategic and visionary direction that will guide the future success of Lancashire County Council.

SHAPING (Medium to Long-Term Strategy):

Level 3 Leadership – Heads of Service

Heads of Service at this level are Shaping Leaders. They are empowered to shape strategies with a broad mid to long-term view, setting clear strategic initiatives that provide direction to the management population, contributing to the organisation's success in the medium to long term.

OPERATIONAL (Short-Term to Immediate Effectiveness):

Level 4 Leadership – Management Roles

Leaders at this level, found in various management roles, are Operational Leaders. They focus on immediate operational effectiveness, ensuring their teams deliver in the short term, meeting objectives and driving success on a daily-to-monthly basis.

These refined terms more explicitly convey the visionary, shaping, and operational aspects of leadership at each level within the **Leading Lancashire** framework.

Accountabilities/Responsibilities

- Promote and provide a strength based, outcome focussed assessment service to all adults within Lancashire, who are eligible for services.
-
- Work collaboratively with other professionals and agencies to ensure the statutory social care responsibilities are met; identifying safeguarding issues, addressing complex needs, promoting independence and choice, supporting individuals to achieve their ideal outcomes.
- Manage and prioritise a reduced case load, which is likely to include a higher proportion of complex and contentious cases, which will be negotiated and reviewed via supervision.
- Supervise and manage the performance of qualified Social Workers, Newly Qualified Social Workers (ASYE) and Social Care Support Officers undertaking duties as delegated by the Team Manager.

- Act as a Practice Educator to student Social Workers, as either a qualified Practice Educator (Practice Educator Professional Standards (PEPS stage 2) or have a commitment to working towards this.
- Support the Team Manager in the successful running of the team; support with complaints process, promote continuous improvement via case management and case progression meetings as well as updating oracle as required.
- Chair and co-ordinate a range of meetings specific to service area.
- Act in a consultative role in relation to complex cases, providing professional advice, support and learning opportunities.
- Contribute to the development of policy, procedural and service development, working with all levels of management as required, to improve practice and implement change.
- Represent the Authority internally and externally at the request of the Team Manager, negotiating/liasing with Health and other statutory colleagues as required.
- To keep accurate records in relation to the contract and work undertaken, using electronic record systems (Liquid Logic) and other relevant ICT systems.
- To maintain your own emotional resilience and promote the wellbeing of a team whilst developing practice competence and confidence
- To participate in a duty system which involves the need to work flexibly and respond to urgent situation where necessary.
- The post holder is expected to carry out their duties and responsibilities in accordance with the County Council's Policies and Procedures and the Directorates Statement of Principles and Standards of Conduct.

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.
- **Safeguarding Commitment**

We are committed to protecting and promoting the welfare of children, young people and vulnerable adults.

- **Skills Pledge**

We are committed to developing the skills of our workforce. All employees will be supported to work towards a level 2 qualification in literacy and numeracy if they do not have one already.

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

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

- SW, CSS, Dip SW or SW Degree
- SW England Registration

Experience

- Significant post-qualifying experience working as a registered Social Worker within adult social care.
- Experience of managing complex adult social care work, including assessment, support planning, risk management, safeguarding and mental capacity decision-making.
- Experience of providing professional advice, guidance, mentoring and reflective supervision to Social Workers, newly qualified Social Workers, students or social care staff.
- Experience of working collaboratively with adults, carers, families, health partners and other agencies to achieve strengths-based, person-centred outcomes.
- Experience of supporting practice improvement, quality assurance and effective case progression within a social care team.

Essential knowledge, skills & abilities

- Experience in assessing and analysing need
- Experience in working effectively with other agencies and professionals.
- IT literate, experience in using manual and computer systems for record keeping.
- Negotiating and networking with a range of professionals.
- Numerate and able to contribute to the management of budgets and resources.
- Effective organisational skills, able to prioritise and manage a case load and work independently under pressure.
- A demonstrable understanding and acceptance of the principles underlying equal opportunities and diversity and a commitment to achieving these.
- Excellent written and oral communication skills appropriate to the situation.
- A commitment to improving practice standards and personal competencies through continuous professional development and use of supervision and appraisal to improve personal performance.
- To have the ability to value diversity and work across cultures.
- Experience of informally training and mentoring less experienced staff.
- Ability to influence others based on technical or professional expertise.
- Ability to motivate and support the long-term development of staff.
- Ability to operate with a higher level of independence and decision making.

Other essential requirements

- 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.
- This is an essential car user post
You will be required to provide a car for use in connection with the duties of this post and must be insured for business use. In certain circumstances consideration may be given to applicants who, as a consequence of a disability, are unable to drive