

JOB DESCRIPTION

POST TITLE:	Assistant Practitioner
GRADE:	8
DIVISION / UNIT:	Older People and Physical Disabilities
DEPARTMENT:	Adult Social Care
REPORTS TO:	Team Manager

PURPOSE OF THE JOB

To work with the person and other professionals as necessary in order to facilitate the stated functions. This includes the undertaking of duty activities and proportionate assessments, safeguarding initial contacts and investigation, the onward referral to community teams for support provision as well as signposting and the provision of information and advice. Responsible to the Team Manager and Senior Practitioners. To ensure that all related administrative functions are undertaken.

Provision of practical assistance in terms of the provision of disability equipment and home adaptations to clients with a physical and/ or learning disability in order to maintain their maximum independence within the community.

PRINCIPAL ACCOUNTABILITIES

Responsibilities

1. Engage with, inform, and adapt to changing contexts that shape practice. Operate effectively within own organisational frameworks and contribute to the development of services and organisations. Operate effectively within multi-agency and inter-professional settings.
2. To be responsible for the day to day interpretation and implementation of statutory and departmental policy in the provision of casework and, if appropriate group work or other social work service, to individuals, families and other groups.
3. Undertake trusted assessment/provision functions to promote independence and, where appropriate, offer access to standard equipment, which may involve the issuing of an equipment prescription (for redemption via a retail outlet) and delivery/fitting.
4. Use judgement and authority to intervene with individuals, families and communities to promote independence, provide support and prevent harm, neglect and abuse.
5. Ensure those accessing the service, including families and carers, are at the centre of decision making over their support arrangements and that opportunities for choice and control are optimised and reflected in their assessments and reviews.

6. Maintain the Directorate's records by recording assessments and other data accordingly ensuring that all data entered meets the relevant and stated levels of accuracy, quality and timeliness required.
7. To communicate effectively and sensitively with people and carers, regardless of their spoken language or communication status. Adapt communication techniques as the situation demands making best use of Directorate informational resources and other methods of communication.
8. To assess the implications of change on people and to proactively advocate for personalisation and people's choice and control over their own support needs.
9. Ensure value for money principles are applied in all areas of service delivery in consultation with supervisor, manager and partner agencies
10. To recognise diversity and apply anti-discriminatory and anti-oppressive principles. To challenge appropriately when discrimination is in evidence.
11. To work across agencies and professional boundaries to ensure a whole systems approach to assessment and assisting people to manage their ongoing support needs.
12. To ensure that any information or signposting is clear and consistent with policy and to be shared with person in need and family members as appropriate. To be able to proactively engage the person with what the next steps are on the customer journey.

JOB CONTEXT

This post is in the Community Support Service. The post reports directly to the Team Manager and is a member of the social work team responsible for delivering the ongoing support and review function for the people of Southwark. This role will work across Complex Support, Support Planning and Reviews as directed.

The post holder will be expected to expand their specialist knowledge and skill relating to:

- Safeguarding
- Resources and procedures
- Identification of continuing healthcare needs
- Identification of Mental Capacity, Safeguarding, DOLS and complex family issues

Southwark council is committed to supporting vulnerable adults to achieve independence and social inclusion via personal budgets, self-directed support, and provision of suitable accommodation. The post holder is expected to provide a proactive approach which encompasses these goals and sets out to achieve these aims.

The post holder will be responsible to the Team Manager, they will seek advice where referrals involve policy decisions, or where the post holder requires support with complex problems.

The post holder has no formal supervisory responsibility but will offer guidance to new members of staff joining the service.

Financial Responsibilities

The post holder will not be a budget-holder but must have an awareness of the need to work within a tightly controlled budget.

Contacts

To be in contact with officers of Social Care, Health and other departments including Law and Administration, representatives from statutory and independent agencies and local community group, including groups representing the black and ethnic communities. Contact would involve: joint working, problem solving, developing and maintaining information links.

Flexible Working

As part of the Southwark Council's commitment to continuous professional development the post holder may be required to rotate to other suitable positions of an equivalent grade.

Grade/Conditions of Service

Contractual hours: minimum of 36 per week in accordance with the needs of the service Monday to Friday.

All applicants will be subject to an enhanced DBS check and will be asked whether they are barred under the Scheme as noted above.

The post holder may be required to work outside of normal working hours in accordance with service needs.

The employment is subject to a probationary period of twenty-six weeks from your start date of employment with Southwark Council, during which time you will be required to demonstrate to the council's satisfaction your suitability for the position in which you are employed.

