

JOB PROFILE

DIRECTORATE	Adult's, Housing & Health
JOB TITLE	Senior Practitioner
GRADE	F
RESPONSIBLE TO	Team Manager
KEY LIAISON WITH	Adult Social Care Service Users, their families. Managers and colleagues within the local authority and other key partner agencies
JOB PURPOSE	To provide a high quality, research based assessment and casework service to all Adult Social Care service users and Children with disabilities. Hold cases that consist mainly of the most complex situations. To offer consultation, support, specialist advice and joint working to colleagues within Adult Social Care and Children Services. To promote independent living where safe to do so. To comply with and promote legislation, statutory guidance and local policies and procedures
JOB PROFILE LAST REVIEWED	August 2020

KEY CORPORATE ACCOUNTABILITIES

1. To work with colleagues to achieve service plan objectives/targets.
2. To participate in Employee Development Scheme/Appraisals and contribute to the identification of your own and team development needs
3. To actively promote the Council's Equal Opportunity Policy and Diversity Strategy and observe the standard of conduct which prevents discrimination taking place.
4. To ensure full compliance with the Health and Safety at Work Act 1974 etc., the Council's Health and Safety Policy and all locally agreed safe methods of work.
5. To fully understand and be aware of the commitment to Section 17 'Duty of the Crime and Disorder Act 1998 to prevent crime and disorder'.
6. At the discretion of the Head of Service, such other activities as may from time to time may be agreed consistent with the nature of the job described above.

KEY SERVICE RELATED ACCOUNTABILITIES

- To demonstrate and model a high standard of practice that reflects a strength based approach to working with adults, children and their families.
- To work with colleagues and other professionals in a range of organisations to develop a service that delivers the best possible outcomes for vulnerable adults.
- Support and mentor newly qualified Occupational Therapists
- Support peers, and practitioners in the development of good practice in relation to Occupational Therapy practice– using varied methods to improve practice.
- To work to high standards of customer care and to provide a respectful and sensitive service at all times
- To maintain accurate and up to date records in line with Data Protection legislation and use the IAS system to promote effective case management
- To ensure that Management Information systems are kept appropriately updated so that high quality information can be retrieved and used in planning future service development
- To maintain up to date knowledge of research, Departmental policies and procedures, and to have in depth knowledge of legislation and guidance relevant to providing services to vulnerable adults.
- To act as a source of consultation for colleagues on professional practice, with a particular focus on the development of research based practice and development of standards through performance measurement and audit
- To act as a source of consultation for colleagues, partners and provider agencies with a particular focus on the Mental Capacity Act 2005 and safeguarding
- To contribute to the development and progression of the relevant performance plans and targets
- To monitor the use of resources to ensure maximum results

- To actively promote the service with service users, colleagues and other staff within and outside the Department
- To identify training needs and maintain requirements for professional registration
- To be available for supervision, as required and to prepare for supervisory sessions, as required by the Team Manager
- To represent the Department in discussions with other agencies at the discretion of Senior Management
- At the discretion of the Manager such other activities as may from time to time be required to ensure the needs of the service are met

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PERSON SPECIFICATION

JOB TITLE: Senior Practitioner

DEPARTMENT: Adult's, Housing & Health

Information for Applicants: The Person Specification provides an outline of the experience, skills and abilities we expect the Successful Applicant to possess. You should match your own skills, experience, and abilities to those listed below. Tell us in what way you have carried out the criteria asked for. **Disabled people will be offered an interview where they meet the Essential Criteria alone**

Method of Testing

1 = Application Form 2 = Interview 3 = Assessment Tests

Weighting of Criterion

1 = Low Importance 2 = Medium Importance 3 = High Importance

<u>Key Competencies and Behaviours</u>	How Measured 1 - 3	Weighting of Criterion 1 - 3
1. Skills and Abilities – Essential		
Case Management		
<ul style="list-style-type: none"> • Demonstrates skills in assessment, analysis, including risk analysis, and case planning to meet the needs of adults, young people and children and their families in creating imaginative and innovative care and support arrangements 	1, 2	3
<ul style="list-style-type: none"> • Applies research and evidence based practice to own work to ensure positive outcomes for adults, young people and children and their families 	1, 2	3
<ul style="list-style-type: none"> • Able to take a lead within the service on a specialist area to promote knowledge across Adult Social Care and partner agencies 	1, 2	3
Recording and report writing		
<ul style="list-style-type: none"> • Demonstrates ability to use IT systems effectively 	1, 2	3
<ul style="list-style-type: none"> • Records clearly, accurately and in a timely fashion, to ensure statutory requirements are met 	1, 2, 3	3
<ul style="list-style-type: none"> • Produces complex, literate and well written reports to Court and other settings. 	1, 2, 3	3

<u>Key Competencies and Behaviours</u>	How Measured 1 - 3	Weighting of Criterion 1 - 3
<p>Communication</p> <ul style="list-style-type: none"> Communicates well and works directly with vulnerable people and their families, using a variety of techniques Communicates effectively with colleagues and other professionals. <p>Management of self and others</p> <ul style="list-style-type: none"> Works on own initiative, prioritises, works under pressure and manages time effectively Demonstrates negotiation and advocacy skills. Maintains high professional standards and behaviours. Provides support and guidance to develop the work of colleagues by example and discussion Able to deal with hostile and aggressive responses to social work intervention without putting their own safety at risk <p>Valuing Diversity and Equality</p> <ul style="list-style-type: none"> Understands and is committed to diversity and equality, and treats everyone with respect 	<p>1, 2, 3</p> <p>1, 2, 3</p> <p>1, 2, 3</p> <p>1, 2</p> <p>1, 2</p> <p>1, 2</p> <p>1, 2</p> <p>1, 2</p>	<p>3</p> <p>3</p> <p>3</p> <p>3</p> <p>3</p> <p>3</p> <p>3</p> <p>3</p>
1. Skills and Abilities – Desirable		
<ul style="list-style-type: none"> Able to lead workshops and training sessions for other staffing areas of practice development and skill enhancement Able to manage and drive forward new initiatives and service development programmes 	<p>1, 2</p> <p>1, 2</p>	<p>2</p> <p>2</p>
2. Special Knowledge – Essential		
<ul style="list-style-type: none"> Hold a recognised qualification in Occupational Therapy and be registered with Health Care Professional Council In depth knowledge of legislation and statutory guidance relevant to working in adult's services, 	<p>1, 2</p> <p>1, 2</p>	<p>3</p> <p>3</p>

<u>Key Competencies and Behaviours</u>	How Measured 1 - 3	Weighting of Criterion 1 - 3
Children Services and Housing regeneration (home adaptations).		
2. Special Knowledge – Desirable		
<ul style="list-style-type: none"> Specialist in-depth knowledge in associated areas of work e.g. mental health, learning disability, substance misuse, domestic abuse 	1, 2	2
<ul style="list-style-type: none"> Knowledge of community resources that can support vulnerable adults. 	2	2
<ul style="list-style-type: none"> Knowledge of housing adaptations. 	2	2
3. Experience – Essential		
<ul style="list-style-type: none"> At least two years post qualification and at least two years' experience of working with adults and families in a statutory setting 	1, 2	3
<ul style="list-style-type: none"> Experience of direct work with adults, young people and children with disabilities and their families 	1, 2, 3	3
3. Experience - Desirable		
<ul style="list-style-type: none"> None 		
4. Other Requirements – Essential		
<ul style="list-style-type: none"> A car driver with a full driving licences and have access to a vehicle for work purposes. 	1, 2	3
<ul style="list-style-type: none"> Be able to travel around the Borough 	1, 2	3
<ul style="list-style-type: none"> Commitment to continuous professional development and the acquisition of advanced and specialist skills and knowledge 	1, 2	3
<ul style="list-style-type: none"> Able to work flexible hours if required 	1, 2	3
4. Other Requirements – Desirable		
<ul style="list-style-type: none"> None 		

<u>Key Competencies and Behaviours</u>	How Measured 1 - 3	Weighting of Criterion 1 - 3
5. Equality – Essential		
<ul style="list-style-type: none"> Actively promotes the council's diversity equal opportunities and strategies 	1, 2	3
5. Equality – Desirable		
<ul style="list-style-type: none"> None 		



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