

LONDON BOROUGH OF TOWER HAMLETS

JOB DESCRIPTION		Version no: 4 Date drafted/amended: 13/02/20	
Post Title: Mental Health Social Worker	Post No.	Grade: I - K	
Directorate: Health, Adults and Community	Division: Adult Social Care	Section:	
Responsible to: Senior Practitioner (Social Worker) and Team Manager DBS Required? Y If yes, Level of Check: Enhanced Check with Adults' Barred List Is the post politically restricted? N Is a Travel Allowance Payable? Y Does this post attract an Essential Car User Allowance? N			

MAIN PURPOSE OF THE JOB

- To provide a professional social work service to adults, their families and carers in line within the requirements of the Care Act 2014 and the focus of the promoting wellbeing and identifying significant impact.
- To comply with the statutory requirements of the relevant childcare, mental health legislation, identifying, responding to, managing and evaluating risk as appropriate considering and applying the Mental Capacity Act 2005
- The role holder will assist individuals, carers and families by completing strength based assessments which support the identification of individual, personal network, community strengths and universal services. Applying robust and evidence based eligibility decision making and promoting best value.
- To develop support plans which meet personalised outcomes. Take a preventative approach to all intervention that maximises the opportunities to reduce and delay needs and provide sufficient advice and information to support

informed decision making, including via the arrangement of advocacy as appropriate. Intervention is to be holistic, looking at the whole person and all relevant professionals around them as to work in an integrated way.

- To undertake safeguarding enquiries in line with legislation, statutory guidance and good practice approaches with a focus on making safeguarding personal to ensure that the adult is at the centre of the process.

DUTIES & RESPONSIBILITIES

1. Carry out responsibilities under mental health legislation and regulations including, where applicable, Approved Mental Health Professional duties. Have effective liaison and working relationships with mental health agencies and service providers. Attend case conferences, case meetings and team meetings as required. Participate in office duty arrangements and on-call arrangements.
2. Develop and implement plans aimed at resettling people with severe mental illness

Promotes independence and autonomy

3. Uses a strength based, person centred approach, developing creative and personalised solutions to assist people to manage their lives independently for as long as possible, ensuring agreed outcomes are met. Encourage the use of direct payments as an option wherever possible
4. Promotes independence and community wellbeing, choice and control and uses self-directed support flexibly. Take a preventative approach to interventions, maximising use of appropriate resources including Reablement, equipment, adaptations, assistive technology and advice and information. Undertakes 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.
5. Ensure those accessing the service, including families and carers, are at the centre of decision making over their support arrangements and that opportunities and capacity for choice and control are optimised and reflected in their assessments and reviews. Actively engage with, assist and provide advice to carers, conducting carers assessments when appropriate, to enable them to sustain their caring role
6. Develop and maintain effective working relationships with the Brokerage team, Initial Assessment and Shorter Term Support Services to ensure the smooth transition of clients through the pathway and directorate. Initiate and develop joint working with health related agencies (including GPs and Intermediate care), the third sector, local housing providers and other agencies, in order to facilitate co-ordinated, high quality outcomes for people needing support.
7. To ensure that people, including those who do not meet the Council's eligibility criteria, have access to information, advice, and signposting to

universal and preventative services which promote their health and wellbeing.

Ensures effective safeguarding and risk management

8. To make ongoing assessments of need of service users allocated, including assessment of risk, with the objective of minimising risk and harm to service users and carers and seeking to achieve maximum independence possible.
9. Undertakes safeguarding enquiries, providing expert knowledge of safeguarding processes, practice, policy and case law where appropriate. Lead on cases where a safeguarding concern has been identified and utilise the council's policies and procedures. Seeks the direction of a manager dependent on experience.
10. To ensure statements for court and reports for case conferences, panels and reviews are prepared and presented to a high standard, within allocated timescales and evidence the involvement of adults, families and carers. This could include mental health review tribunals, court etc.

Casework Management

11. Manage a complex and diverse caseload within the parameters of the Directorate's agreed policies and procedures, in order to promote personalisation. 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.
12. To respond to safeguarding, complaints and routine enquiries and provide detailed and professional responses in accordance with relevant standards and time frames.

Other responsibilities commensurate with the level of the role

13. To value and celebrate the diversity of the community and organisation through personal example, open commitment and clear action and promote equality of opportunity in service delivery.
 14. To attend and contribute to one to one supervision and appraisal sessions with the Practice Manager or Team Manager, and ensure that they are informed of any circumstances requiring management oversight including issues around risk, mental capacity and safeguarding practices.
 15. In order to deliver flexibility of staff movement and facilitate optimal service delivery, the postholder will be able to, and may be required to, transfer to other equal Social Worker posts within Adult Social Care operational services area.
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General Terms

- To maintain personal and professional development to meet the changing demands of the job and participate in appropriate training/development activities including the council's performance, development and review scheme.
- Ensure that all duties and responsibilities are discharged in accordance with the council's policies and procedures, Code of Conduct and relevant regulations and legislation. To comply with the council's equal opportunities and diversity policies ensuring anti-discriminatory practice within the service area.
- To undertake additional duties that may arise from time to time commensurate with the grade of the post.

SPECIAL TERMS AND CONSIDERATIONS

Subject to the provision of adequate notice, the ability to accommodate reasonable requests to work outside the usual working pattern relevant to the professional role.

Requests to work evening and weekends will be subject to the general terms of the LBTH Single Status agreement.

Application Form Guidance Please ensure your application form statement addresses the 12 specification points <i>indicated in italics and by a red 'A'</i> : The additional requirements will be explored via the test and interview.		Requirement Essential (E) or Desirable (D)	Key Method of Assessment A = Application form T = Test I = Interview
Knowledge	<i>Working knowledge of national policies and the relevant legislation, including Care Act 2014, Mental Health Acts, Mental Capacity Act, equalities and diversity and theories underpinning the provision of services to the relevant client group.</i>	E	A, T & I
	Working knowledge of financial and legal frameworks, data protection, GDPR.	E	A, I
	Working knowledge of the London Multi Agency Safeguarding policy and procedures.	E	T & I
Qualifications & Experience	CQSW, DipSW or other GSCC/HCPD recognised social work qualification, and current HCPC registration	E	A
	Practising AMHP or willing to undertake AMHP training within a period to be defined by manager	E	I
	<i>Demonstrable ability to work in a person centred outcome focused way</i>	E	A, T, I
	<i>Demonstrable experience of ensuring the full and active</i>		

	<i>participation of users and carers in their own care arrangements.</i> <i>Demonstrable experience of working in conjunction with other health and social care agencies and professionals</i> <i>Demonstrable experience of using community resources, family and natural networks of support to create sustainable packages of care for individuals and help prevent, reduce or delay the need for statutory services.</i> <i>Able to demonstrate an understanding of the risk indicators of different forms of abuse and neglect and their impact on individuals, their families or their support networks.</i>	E E E E	A, T, I A, T, I A, T, I A, T, I
Living the TOWER Values sets out the essential behaviours required of all staff. They are aligned to the organisation's five TOWER Values			
We work TOGETHER across boundaries and with partners to achieve the best outcomes for Tower Hamlets	Building Relationships Seeks opportunities to build positive relationships with people from other teams and partner organisations Making it a better place to work Actively builds a positive team culture in the working environment Collaborating Looks for ways to collaborate with others early on, to achieve the best outcomes	E E E	A, I I A, I

We are OPEN and transparent	Communicating clearly <i>Thinks about the people they communicate with and adjusts their style accordingly</i> Listening, asking and coaching. Uses coaching to enable others to find answers and solutions for themselves Being approachable Approachable and seeks regular internal and external feedback from people to improve how they and others do things	E E E	A, T, I I I
We are WILLING to challenge, innovate and be accountable	Being accountable <i>Takes accountability for delivering own work, and setting challenging goals for self</i> Learning & challenge Seeks to learn from, both failures and successes, to improve how they do things where required Personal development Looks for ways to continuously improve and develop within role Improvement and Innovation Makes suggestions for better and new ways of doing things	E E E E	A, I A, I I I
We empower each other to be EXCELLENT and go the extra mile	Having purpose & personal motivation Understands the organisations direction of travel and actively supports	E	I

	that in their work and interactions Being empowered Gives others the space to take positive risks, whilst being on-hand to provide support and guidance	E	I
We RESPECT all communities, they are the heart of everything we do	<i>Understanding our customers' needs</i> <i>Actively listens to customers and takes steps to making things better for customers</i>	E	A, T, I
	Learning from customers Shares customer feedback as appropriate to improve the customer experience	E	I
	<i>Respecting diversity and being inclusive</i> <i>Open-minded and understanding of an individual's perspective, taking it into account when delivering service</i>	E	A, I
Additional Requirements	Willing to undertake evening and weekend work when required, subject to the requirements of the service	E	I
	A DBS enhanced disclosure that is satisfactory to us will be a condition of your employment	E	
	Willing to travel and work flexibly across various sites and locations in response to service demands	E	I