

## **Job Description for Supervising Social Worker**

### **Experience, Skills and Qualifications**

- Social Worker Qualification such as CQSW, Dip SW, BA or MA.
- Social Work England Registration.
- Experience in undertaking fostering assessments if and when required.
- Knowledge of Ofsted National Minimum Standards for Fostering Services Regulations, Care Standard Act, The Children Act.
- To present verbal and written information and maintain accurate records on the system.
- Identify and report any Safeguarding concerns and act upon it immediately.
- To work alongside a multi-disciplinary team.

### **Full Job Description**

- To work with the Registered Manager and other social work staff, directors and foster parents ensuring care planning is prioritised and positive outcomes are evidenced.
- To produce comprehensive, professional assessments of prospective foster parents using BAAF Form F.
- To present detailed written assessment reports, annual reviews and any other reports or documentation to the fostering panel within agreed timescales.
- To supervise and support a number of approved foster carers or parent & child foster parents (max of 10) by regular monthly supervision visits, telephone calls, attendance at children and young people's reviews, PEP's and other meetings and liaison with the young person's social worker and/or responsible authority.
- To ensure children and young people are in safe, nurturing families that offer high standards of care, protection and support.
- To keep accurate and up to date case records of ongoing support and supervision of foster parents and record significant occurrences or incidents in line with current legislation.
- To have a good understanding of and work within the Fostering Services Regulations and National Minimum Standards.



- To have a good understanding of Hythe House practice, policies, and procedures and offer advice and support on these to foster carers and other agency staff.
- To contribute to the foster parents initial and post approval training programme, including “Skills to Foster” and to facilitate foster parent support meetings and forums.
- To undertake “out of hours” on-call duty on a rota basis and support foster parents dealing with any presenting issues and offering advice. To ensure records are accurate and handed over to relevant parties the same day or at the earliest convenience.
- To participate in regular professional supervision and continue to develop skills and knowledge in childcare and fostering practice matters.
- To work in a way that promotes anti-discriminatory practice at all times.
- To maintain regular contact with the foster parents and local authority staff and to ensure that statutory requirements are met, confirming all in writing as necessary and recording on Hythe House electronic management system.
- To ensure all health and safety recommendations for foster parents are implemented within agreed timescales and ensuring the appropriate health and safety arrangements are in place for young people placed with foster parents, including unannounced visits.
- To identify the need and complete risk assessments, particularly in relation to all regulations and standards.