

Cymdeithas Plant Dewi Sant

St David's Children Society

*Vision Statement. “Where every child with an adoption plan is found a new family”*

**ST DAVID’S CHILDREN SOCIETY**

***Senior Social Worker Adoption.***

***Salary: £*** **34,788 - £36,876 pro rata**

***Full time permanent post (37 hours/week)***

An exciting opportunity has arisen to join St David’s Children Society; a vibrant, award winning and established Voluntary Adoption Agency providing adoption services across Wales.

We require a creative and forward thinking registered social worker with at least 3 years post qualifying experience in a child & family setting to join our experienced adoption team. Our office is based in Cardiff, but we would welcome applications from social workers who live further afield given the geographical area we cover. We support flexible working and the post is suitable for a job share.

Duties entail undertaking the full range of adoption recruitment, assessment & child placement activity and post placement / post adoption support.

We provide a supportive working environment with a strong emphasis on individual & team development.

10% pension contribution + comprehensive BUPA cover. St David’s is committed to achieving equal opportunities.

A recognised social work qualification applies.

Closing date for applications is Monday 4 November 2019.

Interview date: 19 November 2019 (Cardiff)

For additional information visit our website or contact: Anna Nyamhotsi, Mel Oates or Martina McCrossan at 28 Park Place, Cardiff CF10 3BA. Tel No: 029 2066 7007 Email: info@stdavidscs.org  Website: [www.adoptionwales.org](http://www.adoptionwales.org)

**JOB DESCRIPTION**

1. **JOB DETAILS**

**SENIOR SOCIAL WORKER**

**Across Wales – Head office is in Cardiff**

 **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***Term of Post:*** Permanent

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Salary and*** £34,788- £36,876

***Conditions:***

***Hours:*** 37 hours per week

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Travel:*** Essential Car User

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Accountable to:***

***Line Manager:*** Team Manager

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Job Location:*** Covering all of Wales

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Approved:***  January 2019

1. **THE ORGANISATION:**

St David’s Children Society is a registered Voluntary Adoption Agency covering the geographical region of Wales. Its range of services include:

Recruitment, Assessment and Support of Prospective Adopters

Post Adoption Support and Training

Access to Birth Records and Intermediary Services

All functions of a registered adoption agency

3. **THE PURPOSE OF THE POST:**

To fulfil those objectives of St David’s Children Society, which relate to the provision of adoption services for children.   The post holder will be part of a team that aims to provide creative and forward-thinking adoption services to meet the needs of children requiring adoption placements and support those children and their families pre and post adoption order

4. **RESPONSIBILITIES:**

***The principal responsibilities of the person performing this job are:***

      To work for the long-term well-being of children referred to St. David’s Children Society in accordance with the agency’s aims and objectives.

      To respect and preserve the confidentiality, both within and outside the organisation of all who use the services of St. David’s.

5. **KEY TASKS**:

***Your main duties are to:***

1.      Manage a caseload in accordance with statutory requirements which may include:

* Assessment of adoption applicants and to present such applications to the St. David’s adoption panel
* Facilitating the statutory linking and matching requirements for children in collaboration with Local Authority child care teams and staff working in the Regional Collaboratives.
* Providing on-going support to adoptive families both pre and post adoption
* Develop a detailed understanding of current adoption legislation and practice
* Offer support, advice to those affected by adoption including children and families post adoption order. Shared responsibility for implementing established monitoring programmes and taking an active lead in the evaluation of these responses.

2.     Assist in the recruitment of families for children and participate in St. David’s recruitment campaigns.

3.Implement and monitor defined plans by introducing, placing and supervising children in placement within the role and remit defined and agreed with Local Authority partners.

1. Support and supervise placements pre and post adoption order.
2. Participate in planning meetings and assist in defining clear goals for children.

6.      Keep written records of casework and maintain statutory adoption reviews.

1. Work in collaboration with partners that make up the National Adoption service including child care teams, regional collaboratives , health and education
2. Participate in bimonthly group supervision sessions

1. Participate in and facilitate group meetings / workshops and other such means of training and support of adoptive parents.

1. Take personal responsibility for own professional development in order to ensure an ongoing understanding with developments in professional practice research and changes in legislation.

1. Undertake such duties and responsibilities that the development of this post may include.

6. **QUALIFICATIONS AND EXPERIENCE**:

The holder of this post will be professionally qualified in social work and have significant experience in child care practice in general and permanency placements in particular.  It is important that the post holder possesses such personal qualities and experience necessary to work confidently on their own whilst contributing to the confidence and performance of the team as a whole.  Further details are defined in the person specification.

*.*

**PERSON SPECIFICATION**

(**To be read in conjunction with the Job Description)**

**SENIOR SOCIAL WORKER**

***Job Location:* Cardiff**

**Approved:                 September 2019**

1.

|  |  |  |
| --- | --- | --- |
| **QUALIFICATIONS E=ESSENTIAL   D= DESIRABLE)** | E | D |
|         A recognised social work qualification (CCETSW/CQSW/Dip.SW/Degree) |  √  |   |
|         Specialist qualifications in work with children and young people |   | √ |
|         Record of recent in-service training to be demonstrated |  √ |  |
|  |  |   |

 2.

|  |  |  |
| --- | --- | --- |
| **EXPERIENCE    (E=ESSENTIAL   D=DESIRABLE)**  | E | D |
| * A minimum of 2 years adoption experience or 3 years social work practice with children in a local authority organisation
 | √ |   |
| * Of work in a voluntary organisation
 |   | √ |
| * Of family placement and permanency planning
 | √ |   |
| * Of child protection practice
 |   | √ |
| * Of supervising staff
 |   | √ |
| * Court proceedings
 |   | √ |
| * Working in a social work team
 | √ |   |
| * Experience of multi-disciplinary working
 |   | √ |
|         Experience of implementing and monitoring plans for children | √ |   |

3.

|  |  |  |
| --- | --- | --- |
| **KNOWLEDGE  (E=ESSENTIAL    D=DESIRABLE)** | E | D |
| * Of public and private law relating to children
 | √ |   |
| * Working knowledge of Children Act 1989, Adoption & Children Act 2002, Adoption Agency Wales Regs 2005 and associated guidance, Social Services and Wellbeing Act (Wales)
 | √ |   |
| * Of child and adolescent development and behaviour
 | √ |   |
| * Of child neglect and physical, sexual and emotional abuse
 | √ |   |
|         A thorough understanding of the principles and effects of early trauma , separation and loss on children | √ |   |
| * Diversity awareness
 | √ |   |
| * Familiarity with direct work techniques and family placement issues and practices
 | √ |   |
| * Local knowledge of child care needs and public sector provision
 |   | √ |

4.

|  |  |  |
| --- | --- | --- |
| **SKILLS.   Candidates will have the ability to:** | E | D |
| * Communicate effectively with children and families from various social, economic and ethnic backgrounds
 | √ |   |
| * Communicate with and promote good working relationships with other partners in statutory and other multi disciplinary professions
 | √ |   |
| * Plan, organise and manage a caseload and associated administration
 | √ |   |
| * Write fluent, accurate, reports which are consistent with statutory guidance and agency procedures
 | √ |   |
| * Keep appropriate and accurate case records
 | √ |   |
| * Use initiative and seek advice as appropriate
 | √ |   |

 5.

|  |  |  |
| --- | --- | --- |
| **ATTITUDES AND VALUES.  Candidates should be able to demonstrate their:** | E | D |
| * Understanding of and commitment to share the values of St. David’s Children Society
 | √ |   |
| * Conviction in the value of the family and adoption as a means of securing the well-being of children
 | √ |   |
| * Respect for all users of St. David’s Children Society services
 | √ |   |
| * Keen sense of justice and a determination to challenge discrimination in any form
 | √ |   |
| * Honesty, integrity and non-judgemental in activities related to the work of St. David’s Children Society
 | √ |   |
| * Commitment to equal opportunities
 | √ |   |
| * Commitment to professional training and personal development
 |   | √ |
| * Ability to communicate through the language of Welsh
 |  | √ |
| * Ability to work flexibly and occasionally outside office hours
 | √ |  |

|  |  |  |
| --- | --- | --- |
|  **DBS DISCLOSURE:**            Appointment to this post is subject to receipt of an enhanced level DBS disclosure certificate.  |  √ |   |