

**Person Specification**  
**Social Worker**  
**Multi-Agency Safeguarding Hub**



**Part A**

The following criteria (experience, skills and qualifications) will be used to short-list at the application stage:

**Essential**

- Recognised Social Work Qualification, e.g. CQSW, CSS, DipSW, Degree in Social Work, or equivalent, with at least 3 to 4 years post qualifying experience in field work or other related experience
- Able to demonstrate effective assessment, planning and organisational skills
- Able to assimilate, evaluate and prioritise information
- Knowledge and understanding of The Care Act, Mental Capacity Act, and Safeguarding Policies and Procedures
- Experience of working in care management with adults
- Experience of assessing and addressing risk
- Understanding of the role of Social Work within the multi-disciplinary team
- Excellent recording and report writing skills using electronic data information systems
- Experience of working in partnership with service users, carers, service providers and other professionals
- Able to liaise effectively with other agencies and professionals
- Able to handle problems and difficult situations calmly and sensitively

**Desirable**

- Relevant recent training
- Post qualifying experience in an adult social care setting
- Negotiating skills
- Understanding of services within the wider organisational system
- Knowledge of resources – health, local authority, voluntary and independent sector
- Experience of implementing principles of care management
- Knowledge of the benefit system
- Experience of, and interest in, development work and outcome measures

**Part B**

The following criteria will be further explored at the interview stage:

- Recent post qualifying experience, including experience in field work and other related experience
- Assessment, planning and organisational skills
- Ability to assimilate, evaluate and prioritise information, including relevant data management skills
- Understanding of the role of Social Work within the multi-disciplinary team
- Knowledge and understanding of The Care Act, Mental Capacity Act
- Ability to review and evaluate service delivery
- Recording and report writing skills

- Experience of working in partnership with service users, carers, service providers and other professionals
- Ability to liaise effectively with other agencies and professionals
- Working knowledge/experience with regards to current safeguarding policy and procedures
- Reliable and self-reliant, but will seek guidance appropriately
- Willingness to undertake further training as required, with a positive approach to self-development
- Organisational skills and the ability to work to tight timescales whilst being detail conscious
- Evidence of good written and verbal communication skills
- Knowledge and understanding of the Council's Equality Policy, applying this in the workplace and the effect on delivery of services to customers

#### **Additional Requirements**

- Enhanced DBS Disclosure Certificate
- Suitability to work with client group
- Current HCPC registration
- Flexible approach to work, location, duties and hours