

Job description

Job title: Advanced Practitioner Level 1/Level 2

Grade: Level 1 – Grade 12 / Level 2 – Grade 13

Job evaluation reference: HS468 a,b

Job family: Health and Social Care

Purpose and impact

1. The role of the Advanced Practitioner is that of a professional Social Work clinical expert in regard to the delivery of Adults Statutory services within Dorset Council.
2. The role provides professional expertise at a number of levels including complex areas of service delivery.
3. The role is case holding when acting as the clinical expert in a specialist team and in addition the role works across the People - Adults directorate as part of providing specialist practice support and developing best practice within adult social care operational teams

Key responsibilities

4. To provide professional clinical social work leadership to deliver improved outcomes for vulnerable adults and their families through the proactive integration of all national, regional and international best practice initiatives into operational delivery.
5. To work with the Specialist Manager, Head of Specialist Services and Principal Social Worker, in the development and delivery of best practice support to the People - Adults directorate.
6. To provide a high level of professional clinical expertise in regard to the delivery of complex case management issues in a specialist service area.
7. To support, evaluate and provide training to managers in the improvement of the delivery of reflective qualitative supervision for social workers and other relevant staff.
8. To manage workflow effectively within the specialist team.
9. To attend court as and when required in relation to care proceedings and other types of complex court work.
10. To attend other relevant meetings which require the advanced practitioner to chair the meeting or where a social worker may need to be supported by the advanced practitioner.
11. To attend meetings held by the operational manager or identified as important to attend by the operational manager.
12. To work with the Principal Social Worker and Principal Occupational Therapist to support best practice as required.
13. To ensure alongside the team manager that there is compliance within the team in regard to data inputting, case recording and in regard to confidentiality issues.
14. To participate in case audits where required.
15. To participate in the recruitment of staff as required.
16. To act as a specialist advisor where required, keeping up to date with relevant legislation, research and practice in order to deliver advice which supports best practice across the adult and community services directorate in regard to the specialist area.
17. The post holder will be expected to identify any relevant health and safety issues which may arise in regard to staff during the course of their work. This will include

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informing the relevant manager and participating in a health and safety risk meeting with an associated outcome of a plan.

18. To attend relevant pan Dorset; regional and national strategic meetings in regard to the specialist area.
19. Responsibility for promoting and safeguarding the welfare of vulnerable adults.
20. Any other lesser or comparable duties as required.

NB: The duties and responsibilities of this post are not restrictive and the post holder may be required on occasion to undertake other duties. This will not substantially change the nature of the post.

Supervision and management

21. Responsibility for:

- Supervision and line management of 1-6 full-time equivalent members of staff.
- At level 2 required to contribute to the operation of an out of hours adult social work service and line manage allocated AMHP's (Approved Mental Health Practitioners) based within the service.
- To provide formal clinical supervision to AMHPs working in other teams.
- Required to ensure that effective support, supervision, accreditation and oversight are in place to ensure that AMHP assessments are undertaken in accordance with legal requirements and best practice.

Other factors

Resources

22. Responsible for ensuring data quality and as such the integrity of management information through the proper use and safekeeping of data and record systems both manual and computerised.

Working Environment

23. The post holder will effectively have a named substantive base but will be expected to deliver within the context of an agile working environment.
24. The post holder will be expected to fulfil the travel requirements of the post.
25. The post holder will be expected depending upon the context statement which sits with this job description to visit or meet service users in a variety of locations.
26. The post holder will be expected to visit partner agencies across the county and outside of the county.
27. The post holder may be expected to attend court.

Our behaviours

Dorset Council has developed and embedded a set of behaviours that will form part of everything you do and you will need to be able to demonstrate them through the way you work, regardless of your role or grade within the organisation.

Full details can be found on the job website under '[Working for Dorset Council](#)'.

Person specification

Applicants will be shortlisted on the basis of demonstrating that they fulfil the following criteria in their application form and should include clear examples of how they meet these criteria. You will be assessed in some or all of the specific areas over the course of the selection process.

Essential

Essential criteria are the minimum requirement for the above post.

Qualifications/ training/registrations	
Required by law, and/or essential to the performance of the role	
1.	Diploma in Social work/Certificate of Qualification in Social Work and registration with HCPC.
2.	Approved Mental Health Practitioner (AMHP) qualified (level 2 only).
Experience	
3.	Substantial experience of working as a social worker post qualifying.
4.	Significant experience of making appropriate decisions in regard to vulnerable adults.
5.	Experience of delivering complex assessments and plans.
6.	Experience of delivering complex court proceedings in a variety of court settings.
7.	Significant experience of AMHP work.
Key Skills	
8.	Good negotiation skills.
9.	Ability to set targets and work within deadlines.
10.	Excellent assessment skills.
11.	Ability to be a team player within the context of the service operational structure.
12.	Ability to give clear, concise and constructive advice to team members regarding complex cases.
Skills, abilities & knowledge	
Knowledge	
13.	Comprehensive knowledge of all relevant statutory legislation, policy and procedures in regard to the specialist area.
14.	Knowledge of safeguarding policies and procedures.
15.	Knowledge of relevant statutes and legislation relevant to the specialist area.
Behaviours	
16.	Respect
17.	Responsibility
18.	Recognition
19.	One Team: Collaboration
Other	
20.	Able to fulfil any travel requirements of the post.
21.	Ability to work flexibly to meet the needs of the service delivery, including working outside of what are considered office hours.

Desirable

Desirable criteria will be used in the event of a large number of applicants meeting the minimum essential requirements.

Qualifications/ training/registrations
22. Post qualifying Award/Practice Educator/Further evidence of continuous professional development.
23. AMHP qualified (level 1).

Approval			
Manager	Specialist Manager Viv Payne	Date	October 2018

