

## Job Description

### Senior Social Worker

Job Details	
<b>Grade</b>	TBC
<b>Job Evaluation Number</b>	PS0056BX and PS0056BXDE
<b>Number of Posts</b>	81
<b>Directorate</b>	Adult Social Care
<b>Division</b>	Adult Social Care
<b>Department</b>	Adult Social Care
<b>Service Area</b>	Adults Social Care
<b>Reporting to</b>	Multi-Disciplinary Senior Practitioner/Senior Practitioner

#### Strategic statement about Birmingham City Council

#### 1.0 Portfolio Responsibilities

The role of a Senior Social Worker delivers specialist support, safeguarding and advocacy to citizens. Ensuring their well-being, rights, and access to services. It provides personalised assessments, coordinated care plans, and crisis intervention while promoting independence and dignity. Citizens benefit from timely interventions, protection from harm, access to appropriate resources and improved quality of life. This is with a focus on empowerment and long-term positive outcomes.

#### 2.0 Key Responsibilities (WHAT DO WE EXPECT THIS ROLE TO ACHIEVE)

Leading complex casework with citizens and carers, promoting well-being and achieving the best possible outcomes while offering professional guidance to less experienced colleagues.

Undertaking and overseeing complex assessments in accordance with relevant legislation and regulations, ensuring high-quality, person-centred practice.

Coordinating, reviewing, and quality-assuring support services in line with support plans, providing professional oversight and ensuring effective monitoring and evaluation.
Providing expert advice, advocacy and professional guidance to citizens, carers, and colleagues. Ensuring access to appropriate services, resources, and signposting to other agencies where necessary.
Ensuring high standards of record-keeping in line with legal, regulatory, and organisational policies, while supporting and advising colleagues on best practices in documentation.
Leading on safeguarding and risk management for vulnerable adults, ensuring compliance with legal frameworks. Supporting colleagues in complex safeguarding cases, and contributing to multi-agency responses.
Ensuring compliance with policies, procedures, and legal frameworks, proactively keeping up to date with changes. Advising colleagues on their application in practice.
Developing and maintaining robust partnerships with professionals and agencies, providing leadership in collaborative working to meet the needs of vulnerable adults effectively.
Championing equality, diversity, and inclusion, ensuring best practice is embedded in service delivery and professional standards.
Demonstrating professional leadership by supporting the development of junior staff through supervision, mentoring, reflective practice, and training.
Maintaining professional registration and practice fitness in compliance with Social Work England, positively engaging in continuous professional development and reflective practice.
Recognising accountability and fulfilling additional responsibilities in line with the seniority of the role, ensuring high standards of practice, decision-making, and service delivery.

**3.0 Management Responsibilities (excludes those who are INDIRECTLY supervised i.e., through others)**

Post Title	Grade	Number of Posts
Not Applicable	N/A	Not Applicable

**Special Conditions**

Is Safeguarding Check needed?	DBS Enhanced Adults and Children
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## Person Specification

Essential Criteria		
Method of Assessment (M.O.A): Application Form; Work Based Exercise; Interview; Qualifications; Presentation		
Qualifications	AF/Q	Possess a Social Work England-recognised qualification and maintain current registration, demonstrating professional accountability and adherence to regulatory standards.
Experience	AF/I	Demonstrate extensive experience in delivering social work services to vulnerable adults. This includes managing complex cases, safeguarding concerns, and crisis interventions.
Experience	AF/I	Provide professional guidance, mentoring, and support to junior staff or students within a social work setting.
Experience	AF/I	Contribute to policy development, service improvement, and best practice implementation within the organisation.
Skills	AF/I	Collaborate effectively with citizens, carers, professionals and external agencies. Work in multi-disciplinary team settings, providing leadership and professional guidance where required.
Skills	AF/I	Demonstrate excellent verbal and written communication skills, ensuring complex information is conveyed clearly and appropriately to diverse

		audiences.
Skills	AF/I	Use mediation, negotiation, and conflict resolution skills to de-escalate complex situations while maintaining professionalism.
Skills	AF/T/I	Write clear, concise, and accurate reports, assessments, and case records that meet professional and legal standards.
Skills	AF/I	Utilise ICT systems effectively to record and manage information, ensuring compliance with data protection and organisational policies.
Skills	AF/I	Prioritise tasks, manage competing demands, and assess and mitigate risk in high-pressure situations.
Skills	AF/I	Exercise professional judgment in complex cases and recognise when to escalate concerns or seek additional guidance.
Knowledge	AF/I/T	Demonstrate a comprehensive understanding of social work ethics, principles, and professional values. Apply them effectively in practice and decision-making.
Knowledge	AF/I	Maintain in-depth knowledge of relevant legislation, policies, and statutory frameworks governing social work practice. This includes the Care Act 2014, Mental Capacity Act, and safeguarding procedures.
Knowledge	AF/I	Ensure legal frameworks are correctly applied to complex cases, promoting compliance

		and best practice.
Knowledge	AF/I	Adhere to Social Work England's regulations, ensuring that personal and professional practice aligns with regulatory expectations.
Knowledge	AF/I	Embed anti-discriminatory and anti-oppressive practice in all aspects of social work, ensuring fair and inclusive service delivery.
Knowledge	AF/I	Demonstrate awareness of and adherence to Directorate procedural guidelines and policies. Contribute to their implementation, development and improvement where necessary.
Knowledge	AF/I	Engage in Continual Professional Development (CPD) through training, supervision and reflective practice. This is to maintain high standards of social work practice.
Knowledge	AF/I	Support the development of colleagues by mentoring, coaching, and sharing expertise to improve overall service quality.

All staff at BCC understand and are committed to Equal Opportunities employment and service delivery.

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As a Disability Confident Committed Employer, we take positive action to ensure people living with a disability or a long-term health condition feel supported, engaged, and able to fulfil their potential in the workplace. People with a disability telling us on their application form they wish to participate in the scheme and who can then demonstrate in their application that they meet the essential criteria for the role will be shortlisted and offered an interview.

## Safeguarding

Everyone has a responsibility to safeguard the welfare of children, young people, and adults at risk, whatever the role of the individual, or Birmingham City Council service or Directorates they work in. Birmingham City Council will work with the appropriate statutory bodies when an investigation into child abuse or a safeguarding adult's investigation is necessary.

The Council is committed to safe recruitment practices and recognises that this fits into an overall corporate approach to safeguarding across a range of functions that need to operate together in order to be effective. This applies to employees, volunteers, work placements, elected members, licencing, school transport arrangements and any other regulated positions.

The Council's safe recruitment process includes pre-employment vetting which involves establishing full employment histories; proof of identity; satisfactory references; health assessment; checks of qualifications; asylum and immigration checks; and criminal record checks with the Disclosure and Barring Service.

The Council's website will contain links to the current versions of safer recruitment policies that are in force.

In line with the has an overarching responsibility for safeguarding and promoting the welfare of all children/young people and adults in its area. All BCC employees are expected to:

- Work in a way that prevents and protects service users from abuse;
- To be aware of the signs of abuse or neglect;
- Recognise the signs of abuse and neglect; and
- Record and report any concerns or incidents.

Record and report any concerns or incidents.

**At Birmingham City Council (BCC), we are committed to creating an environment and culture that promotes equality, diversity, and inclusion; making sure BCC is a place for people to be their best, authentic selves. We welcome applications from people of all backgrounds, including those with caring responsibilities and flexible working options will be considered. We are building up our vibrant staff networks for peer-led support, with safe spaces for those who need it and offer access to our talent programmes to support everyone in reaching their aspirations and fulfilling their potential.**