Portsmouth CITY COUNCIL

Social Care Associate Practitioner (SCAP)

Salary: Band: 7, £33,119 to £37,562 per annum (£26,853 - £30,455 for 30 hours)

30 hours per week: Worked across 4 days.

Your contractual hours are 30 per week, which are to be worked in accordance with the flexible working hours' scheme and the needs of the Service. You will be expected to work 50 % of contractual hours in the office after the induction period.

Location: Civic Offices, Portsmouth, although you may be asked to work in other locations based on the needs of the service.

Contract type: Permanent

Portsmouth City Council is committed to safeguarding and promoting the welfare of 'adults at risk' and expects all staff and volunteers to share this commitment. Every post is subject to PCC and Portsmouth Safeguarding Adults Board safer recruitment procedures.

This role requires a Disclosure and Barring Service (DBS) check at Enhanced level which will be required prior to any offer of employment and this post is exempt from the Rehabilitation of Offenders Act 1974.

The Service

This is a key role within the Adult Social Care Directorate, which is responsible for delivering a range of support to adults who have care and support needs, their families and carers - both formal and informal.

What is the role?

The role includes assessing people's needs using a strengths based and preventative approach. Working with people to ensure that their social care needs are met and their wellbeing is maintained.

The protection and safeguarding of adults with care and support needs is also an integral part of the role, requiring commitment to making safeguarding personal.

You will work autonomously and take responsibility for organising and managing your work. You will need to be self-motivated and resilient, able to work collaboratively and communicate clearly with a variety of people in different settings. You will understand risk and put in place effective plans to support people and manage risks, including where people lack capacity to make decisions for themselves.

You will use a variety of digital technologies and be able to input data and analyse information to support you in your work.

The post holder will aassess and review the needs of adults with care and support needs in line with the requirements of Part 1 of the Care Act 2014. This may be as the

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lead or in collaboration with the carers service. You will undertake support planning, provide interventions and negotiate and co-ordinate resources to meet people's needs taking a strengths-based approach. This will include undertaking mental capacity assessments and making decisions in people's best interests, where they lack capacity to do so for themselves. The role will provide people with information, advice, guidance and practical support, when needed, to prevent, reduce or delay their needs for care and support including the use of preventative services. Identifying and reporting safeguarding concerns, undertake safeguarding enquiries including the development of safeguarding plans where required to ensure that people with care and support needs are protected from harm and abuse.

Within the role you will contribute to the development of the team and service through team planning. You will maintain written records, utilising the designated record systems, in accordance with data protection requirements and policies and procedures. The post holder will participate in individual and peer supervision and training, ensuring that individual knowledge and skills are developed in accordance with relevant practice and performance standards. You will support the monitoring and evaluation of service delivery and performance, act on customer feedback to improve service delivery, and undertake direct work with individuals, families and groups alongside other teams and services. You will carry out additional duties commensurate with the role as directed by management and comply with all relevant Health and Safety policies and responsibilities.

In addition, you will be expected to work in a flexible way to meet the needs of the service, which may on occasion include working outside of the services core hours or form a different location.

Who is the person?

You need:

1. Experience of working with adults with care and support needs, their families and carers.
2. Level 3 to 4 qualification (BTEC, NVQ or equivalent) in a relevant field or be able to demonstrate high levels of transferable knowledge/skills.
3. Experience of report writing and using digital systems to record information
4. Experience of identifying risks and developing plans to effectively manage risks
5. Experience of collaborative or muti-disciplinary/multi-agency working
6. Knowledge of the relevant statutory framework applicable to social care, including Care Act 2014, Mental Capacity Act 2005, Mental Health Act 1983 (this list is not exhaustive)
7. An understanding of strengths based and person-centred practice and the ability to apply this in practice.
8. An understanding of the role of prevention and the ability to apply this to social care practice
9. An understanding of the key principles of safeguarding and the ability to identify and analyse risks and develop plans that uphold the values of making safeguarding personal.
10. The ability to develop and progress care and support plans for people with care and support needs and their carers.

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11. The ability to work autonomously and manage your own workload efficiently, including making and communicating timely decisions.
12. The ability to communicate clearly to a variety of audiences in writing and orally in various settings. The ability to converse at ease with customers and provide advice in accurate spoken English is essential for the post
13. Be self-motivated and resilient with the ability to positively promote the work of social care and act in a public relations capacity.
14. The ability to understand and use data to inform practice and decision making, including the use of digital technologies.
15. Understanding of and commitment to Equality, Diversity and Inclusion and the ability to challenge discrimination and uphold people's human rights.
16. The ability to travel around the city and gain access to a variety of venues throughout Portsmouth including client's homes.

You will need to demonstrate that you have the Right to Work in the UK. No post will be offered without it.

General Data Protection Regulation (GDPR)

Portsmouth City Council is the Data Controller of any personal information you provide when applying for a job. It will only be used in connection with the recruitment process and will not be kept for longer than necessary. For more detailed information you can access the Data Protection Privacy Notice on our careers portal.