|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Job Title: | | Social Worker | | Job Category: |  |
| Department/Group: | |  | | Job Code/ Req#: |  |
| Location: | |  | | Travel Required: |  |
| Level/Salary Range: | |  | | Position Type: | [i.e.: full-time, part-time, job share, contract, intern] |
| HR Contact: | |  | | Date posted: |  |
| Will Train Applicant(s): | |  | | Posting Expires: |  |
| External posting URL: | | Once you have edited your job description, you can post the job on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. | | | |
| Internal posting URL: | |  | | | |
| Applications Accepted By: | | | | | |
| Fax or E-mail:  (\_\_\_) \_\_\_\_-\_\_\_\_\_\_ or [email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_](mailto:someone@example.com)  Subject Line:  **Attention:** [Recruiting or HR Department RE: Job Code/Req# and Title] | | | Mail:  [Recruiting Contact or Hiring Manager]  [Department, Company Name]  [P.O. Box]  [Street or Mailing Address with ZIP Code] | | |
| Job Description | | | | | |
| Key Duties, Responsibilities and Accountabilities   * Co-operate in ensuring that the specific aims and objectives of the team are implemented. * Assess social care problems and devise care plans which address need, taking into account service user views. * Manage and plan such work in an effective way to allow the required monitoring and review of services delivered. * Carry a caseload encompassing the full range of issues appropriate to the skills of a social worker. * Assist service users to make complex and major life decisions. * Provide social work services such as individual/family casework, group work, intervention to address problems of personal relationships and parenting. * Provide case direction and support. * Lead in representing the directorate in agreed projects and initiatives. * Promote [adults, young people and children] remaining with their birth families or identified caregivers by preventing family breakdown or reuniting [adults/children] separated from their family due to temporary crisis. * Work directly with [adults, young people/children] and their families at the point of crisis in their community, ensuring the welfare of the [adults/young people and children] are given priority at all times. * Work directly with [siblings, parents/caregivers of adults/younger children] where there are concerns of adult/child protection and be part of a safeguarding and monitoring package of on-going work. * Establish and maintain appropriate working relationships with individual service users, groups, families and the other staff agencies. * Make case recordings and provide reports in accordance with statutory and agency requirements. * Participate in liaison schemes designed to develop and maintain better services and working relationships with other agencies or professionals. * Organize programmers for observation students and for visits of guests of the department where appropriate and with the agreement of the team manager. * Participate in meetings of working groups designed to look at particular needs or problems and suggest solutions.   **Company’s Mission**  [Your Mission Statement Here]  *[****NOTE:*** *To post your job on [company URL], copy this description and click here [company URL]. You can log in to an existing account or provide your e-mail address if you are a new user. Select the zip code where the job is located, and then paste the job description into the online wizard. Then simply complete the required information and check out.]* | | | | | |
| Reviewed By: |  | | | Date: |  |
| Approved By: |  | | | Date: |  |
| Last Updated By: |  | | | Date/Time: |  |