



Practitioner Job Description

Role Purpose

Our vision is that every child and young person in the country has a safe and happy childhood. To help us achieve this, the role will:

Deliver a quality professional service work through the effective management of cases and assessment of need to ensure safe care and agreed positive outcomes.

In this role, you'll be responsible and accountable for:

1. Provide a high level of professional childcare and practice using appropriate interventions that are outcome focused and evidence based that is delivered to the service specification, utilising relevant legislation, professional regulations and Action for Children policy and procedures
 2. Complete assessments making appropriate recommendations, which may require liaison or referral of complex cases to the Manager and ensure all case work and management information is recorded accurately and uploaded within the required timescales
 3. Deliver high level of professional services to children and families and keep up with changes in social work practice to ensure knowledge and skills are up to date with relevant legislation and thinking re best practice, using appropriate interventions that are outcome focused and evidence based
 4. Lead and deliver a range of activities, including training, participation events, recruitment, social activities and support groups etc.
 5. Coach, mentor and teach colleagues to ensure the provision of a responsive, high quality and customer focused operation to children, young people, their families and partner agencies
 6. Attend a range of regular meetings including statutory reviews, planning meetings, disruption meetings, etc providing high quality reports, internally and externally, representing Action for Children, demonstrating professionalism and our core values, in terms of approach, advice and positioning
 7. Maintain and develop effective working relationships with internal colleagues in the wider organisation and external agencies to ensure the best outcomes for children, young people and their families
 8. Report and comment on any significant or relevant matters that derive from the reports produced. Audit and regularly monitor to ensure data it all recorded
- information meets regulatory requirements and organisational policies and procedures

The responsibilities, accountabilities and reporting structure for this role will be reviewed periodically and updated, if required.

Last Reviewed: 25/09/2023 Version: V2

9. Familiarise and apply Action for Children's reporting requirements and provide appropriate returns for partner agencies and statutory bodies utilising and maintaining agreed systems to collate and provide data
10. Ensure statutory compliance in respect of notifications, etc. and meet regulatory body requirements at all times i.e. registration

To do this, you will have:

Qualifications and training

1. Social Care, Health or other qualification to support professional role

Skills, knowledge and experience

1. Experience of working with client groups, and to build relationships with families, groups and professionals
2. Tact and understanding
3. the ability to remain calm in stressful situations
4. problem solving and report writing skills
5. the ability to make decisions and use your professional judgement
6. Using range of Microsoft Office products i.e. Word, Powerpoint and Excel.
7. Effectively transfer key and complex information and to adapt the style of communication to ensure that it is understood.
8. Communicate equally, appropriately and effectively with the widest range of individuals and groups across all sectors and levels of society.
9. Demonstrate excellent judgement skills under competing priorities and pressure
10. Analytical and logical thinking and reasoning to gathering and analysing information, designing and testing solutions to problems, and formulating plans.
11. Demonstrable decision making skills with the ability to resolve complex issues in a pressurised environment, utilising professional training.
12. Negotiating, mediating and interpreting on behalf of service users
13. Excellent organisational skills to work autonomously and plan meetings for a caseload of clients
14. Utilise systems and databases to input data and source data for specific reporting

Don't meet every single requirement?

If you're excited about this role but your experience doesn't align perfectly with the job description, we'd love you to apply anyway. You might just be the perfect person for this role, or another role within the Action for Children family.

What else?

Everyone at Action for Children must promote equality, value diversity and work inclusively to ensure everyone feels welcomed and valued.

If you're appointed, you'll need to have a disclosure check.

Willingness to work outside of normal business hours

Professional registration with appropriate body

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For completion by the Reward Team:

Operational Job Title: Practitioner

Panel approval: Reward Team

Job Family: Social Care

Panel date:

Grade: 5

Payscale Ref: SC52

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