

## **FOSTERING SUPERVISING SOCIAL WORKER**

### **JOB DESCRIPTION**

**Location:** Fostering to Inspire, 1 Red Hall Court, Wakefield WF1 2UN

**Responsible to:** Registered Manager

**Responsible for:** Foster Carers

**Other key relationships:** Adoption and Fostering staff, local authorities, CAMHS service, other voluntary organisations, The Fostering Network, professional advisers, volunteers

### **Job Purpose**

To recruit, assess, train and support foster carers in accordance with the relevant legal framework.

To promote the welfare of children placed with Fostering to Inspire foster carers.

To contribute to the promotion, development and provision of Fostering to Inspire's fostering service and the development of Mockingbird Family Model constellations.

### **Key Responsibilities:**

To undertake the recruitment and assessment of fostering applicants, including the provision of a counselling service to unsuccessful applicants as appropriate.

To work positively to promote the recruitment of carers who can meet the needs of children in respect of their race, religion, sexuality, language and culture.

To prepare comprehensive assessments of applicants for presentation at the fostering panel in respect of applicants.

To undertake any necessary pre-approval preparation and training of foster carers, to assist in the provision of training programmes.

To participate in a comprehensive support service to foster carers, including undertaking the supervising social worker role and annual reviews and out of hours service.

To support foster carers in the role of an liaison worker in accordance to the Mockingbird Family Model.

To participate in case conferences, planning meetings and reviews where children are either in placement or being considered for a substitute family placement.

To respond to requests for the provision of foster placements, by identifying appropriate placements and working to facilitate such placements.

To liaise with local authorities and other agencies on matters concerning matching and placements of children and young people .

To provide reports and statistical information in accordance with statutory and Fostering to Inspire requirements.

To follow Fostering to Inspire child protection procedures.

To be responsible for the organisation and planning of work as designated by line managers.

To be responsible for the organisation and planning of work within agreed priorities.

To contribute to the development and evaluation of services.

To ensure compliance with all the relevant administrative legislation as directed by management.

To represent Fostering to Inspire to other agencies in a professional and appropriate manner.

To market the services of the Fostering Service to potential customers .

### **General**

To participate in regular supervision and annual appraisal and be committed to own continuing professional development.

To participate in internal/external meetings as required and attend training events, conferences and other functions as necessary.

To ensure that Fostering to Inspire's policies (including Equalities policy) and procedures are adhered to and work carried out in accordance with Fostering to Inspire's aims, values and ethos.

To undertake any other duties, consistent with the grade and level of responsibility of this post, that may from time to time be required.

### **PERSON SPECIFICATION**

- Must be a qualified social worker and have a minimum of 2 years working with children and families
- It is desirable to have some fostering experience
- Must have experience of operating databases
- An understanding of data protection and IT security policy
- IT skills required including Word and Excel and social networking tools
- Must be able to drive
- Good attention to detail as role involves checking and accuracy
- Analytical and problem-solving skills
- Able to work to deadlines and in a busy environment, be flexible and adaptable
- Must have experience of working with the public and have good customer service skills

- Good communication skills - written, face to face and telephone /email
- Must have good reporting and written skills, and the ability to assess and analyse information
- Demonstration of good organisational skills
- Able to work on own and as part of a team
- An understanding of and commitment to promoting equality and diversity