

## **JOB DESCRIPTION**

<b>POST:</b>	<b>Link Social Worker - Homebased (Initial 6 Month Maternity Cover)</b>
<b>LOCATION:</b>	<b>Athlone / Roscommon</b>
<b>RESPONSIBLE TO:</b>	<b>Social Work Team Manager</b>
<b>HOURS:</b>	<b>35 hours</b>

**Overall purpose: To promote and maintain quality care in a family setting.**

### **Core Tasks:**

1. To provide regular support via telephone and supervisory visits to foster carers including occasional unannounced visits which are all recorded. To ensure that the complaints information is available. And in addition to facilitate monthly carer support groups.
2. To monitor and review the suitability and competence of foster carers ensuring they provide a safe, healthy, nurturing and learning environment for children/young people.
3. Link Social Workers may be asked to undertake assessments of potential foster carers and annual foster carer reviews and present these to the fostering panel.
4. To monitor that children/young people and their families are being provided with foster care services that respond to the assessed needs and that value diversity and promote equality.
5. To participate in negotiation between FFI and Local Tusla areas to ensure that each child or young person placed is carefully matched with a carer capable of meeting their needs.
6. To endeavour to obtain all pertinent information including chronologies, Information about the child/young person documentation and assessment forms from the placing Tusla area or other relevant parties as soon as possible.
7. Where practicable, Link Social Workers to facilitate introductory visits to foster carer's and provide introduction information on FFI and carers to children and young people.
8. Link Social Workers should work to identify any gaps in match and provide support as required.
9. To support and encourage the child in maintaining appropriate access/contact.
10. To ensure the necessary Risk Assessments are completed.
11. To ensure compliance with child protection procedures.
12. Ensure that the protection of children and the promotion of their welfare is given absolute priority in all activities and that critical incidents/allegations are recorded, investigated and acted upon appropriately and in keeping with FFI and relevant local Tusla child protection procedures.
13. To ensure that children/young people's opinions and those of significant others are sought over all issues which are likely to affect their daily life and their future and are aware of how to raise any concerns or complaints by discussing any concerns with the children/young people.
14. To support foster carers in preparing children and young people for independent or semi-independent living.

15. To ensure that carers fully understand the task, competencies to be achieved and the standards expected, including complaints and representation procedures.
16. To take responsibility for your own professional development – supervision, appraisal and training.
17. To participate in the recruitment of potential carers and identify and facilitate training needs of foster families.
18. To ensure that each carer accepts, understands and operates in all policy and guidance agreed by FFI.
19. To ensure that placement agreements and comprehensive case recordings are maintained for children/young people and the foster carers.
20. To ensure foster carers utilise respite appropriately and in the child's/young person's best interest.
21. To undertake direct work and assessment of child/young person and foster carers according to identified needs.
22. To work in partnership in a Key Care Team approach to help identify any needs within the foster family e.g. respite, activities, therapy, holidays, with all members of the child's network, including contribution to all relevant meetings and any other tasks defined.
23. To undertake out of hours duties.

### **Additional Duties**

Due to the nature of certain job roles, the actual hours of work may differ from the standard Monday to Friday, 9am to 5pm. You will be expected to work in a flexible way and provide additional working time where necessary when tasks not specifically covered in the job description have to be undertaken. For some posts, this will include working in the evening or at weekends on occasion.

1. The post holder will respond sensitively and professionally to the children, young people and families who work with FFI.
2. The post holder will be expected to undertake training and development deemed necessary for the pursuance of the post.
3. The post holder will be expected to reach a minimum basic standard of I.T. competence to be able to use company electronic systems effectively.
4. The post holder will be expected to ensure that Health and Safety is observed in the course of employment.
5. The post holder will be expected to ensure and comply with Equal Opportunities Policy and Procedure in all employment practices.
6. The post holder will be expected to comply with the no smoking policy in place.
7. The post holder will be expected to work effectively as part of the FFI team.
8. The post holder will be expected to participate in the development of FFI to meet its aims and objectives.
9. The post holder will be expected to uphold and promote the professional image of FFI and the Key Assets Group at all time.
10. The post holder will be expected to adhere to the principals of the Data Protection Legislation.

11. The post holder will be expected to demonstrate that the Key Assets values are at the centre of all they do.
12. The post holder will be expected to promote and maintain positive anti-racist, anti-sexist and multicultural practices.
13. Ensuring compliance with safeguarding procedures, throughout all work within the Company, keeping the Director informed of work in progress and informs the Director immediately of any child protection matter or serious complaint. Ensuring compliance with Child Protection Procedures with special reference to Children First Guidelines, Children First Act 2015 and reporting procedures.

**Please see requirements below**

### Fostering First Ireland – Person Specification for Link Social Worker

***Note to Applicant:*** When completing your application form you should demonstrate the extent to which you have the necessary education, experience, knowledge and skills identified for the post.

	Essential (E) Desirable (D)	Short listed Criteria	Evidenced
<b>Education/Qualifications</b>			
<ul style="list-style-type: none"> <li>• Must hold either NQSW or CQSW or equivalent and accredited to work in the ROI</li> <li>• Must be registered with CORU</li> </ul>	E	✓	Application Form
	E	✓	Application Form
<b>Experience</b>			
<ul style="list-style-type: none"> <li>• 3 years post-qualification experience in Child and Family Social Work</li> </ul>	E	✓	Application Form
<ul style="list-style-type: none"> <li>• A good understanding of IT</li> </ul>	E	✓	Application Form
<ul style="list-style-type: none"> <li>• A proven track record in working with and or on behalf of children, respecting and maintaining their individuality and promoting their positive development</li> <li>• Experience of working with Foster Carers</li> <li>• Assessment of Foster Carers</li> </ul>	E	✓	Application Form
	D		Application Form
	D		Application Form
<b>Knowledge</b>			
<ul style="list-style-type: none"> <li>• A good working knowledge of relevant legislation including: Child Care Act 1991 and related regulation or guidance, Children First Act 2015. National Standards in Foster Care 2003. Adoption law, an understanding of the role of</li> </ul>	E		Interview



children's Social Workers; Knowledge of the role of other agencies in particular, Health and Education; Knowledge of the growth and development of children <ul style="list-style-type: none"> <li>• A sound knowledge of child protection procedures</li> </ul>	E		Interview
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<b>Personal Skills</b>			
<ul style="list-style-type: none"> <li>• Ability to work with a degree of autonomy , in a flexible and creative manner, within the agencies policies and procedures</li> </ul>	E		Interview
<ul style="list-style-type: none"> <li>• Ability to work in partnership with placing Tusla areas</li> </ul>	E		Interview
<ul style="list-style-type: none"> <li>• Report writing skills</li> </ul>	E		Interview
<b>Miscellaneous</b>			
<ul style="list-style-type: none"> <li>• Participation in an 'On Call' service for Carers out of office hours</li> </ul>	E		Interview
<ul style="list-style-type: none"> <li>• Prepared to be flexible regarding working hours including evening and week-end working</li> </ul>	E		Interview
<ul style="list-style-type: none"> <li>• Extensive travel is required within the FFI area</li> </ul>	E		Interview
<ul style="list-style-type: none"> <li>• Full current Driving Licence and have the use of a car.</li> </ul>	E		Interview
<ul style="list-style-type: none"> <li>• A commitment to Equal Opportunities in all work practices</li> </ul>	E		Interview
<ul style="list-style-type: none"> <li>• Live in the specified required area</li> </ul>	E		Application form / interview