

DOMESTIC ABUSE AND SAFEGUARDING SOCIAL WORKER JOB DESCRIPTION

Job Title:	Domestic Abuse and Safeguarding Social Worker
AfC Band:	NJC Scales: 3C to 4B (AMHP Status) £34,834 - £44, 428
Directorate/Service:	Mental Health Adult Social Care
Accountable To:	Head of Operations
Responsible To:	Social Care Governance and Performance Lead
Base Location:	Cromwell House Community Mental Health Team
On-Call Requirement:	No
AfC Job Code:	

Values

Three values are at the heart of our organisation: **Care, Appreciate** and **Inspire**.

Our values and behaviours define what's important to us as we work alongside each other and with our patients and service users. They also shape what it feels like to work at the NCA and will be central to your development and performance conversations. Together, we will create a culture where care, appreciation and inspiration thrive.

Structure Chart



Job Summary

Salford follow the principle that safeguarding is everyone's business and by working together across organisations and communities we prevent and protect children and adults from abuse and neglect.

The Domestic Abuse and Safeguarding Social Worker will work across the Salford Division of Greater Manchester Mental Health Trust (GMMH) and wider health and social care services within Salford to:

- Ensure relevant information is shared between partners – e.g. GMMH, Greater Manchester Police (GMP), Adult Social Care, Salford Royal, Probation etc.
- Present relevant information concerning adults at risk and alleged perpetrators of abuse at multi-agency forums such as MARAC, DRIVE and local vulnerable adults meetings, and provide feedback to involved practitioners and teams within GMMH.
- Support and advise adult mental health workers in the management of complex cases involving domestic abuse and child / adult safeguarding.
- Provide advice and consultation to other agencies regarding access to appropriate mental health services.
- Perform the role of S.42 Enquiry Lead in relation to adult safeguarding where there is workload capacity for this.

The post holder will work closely with other professionals to ensure the needs of children and adults are met.

The post holder will be based across the Community Mental Health Teams and be line managed by the Social Care Governance and Performance Lead who will in turn report to the Professional Lead for Social Care.

Key Roles and Responsibilities

General

-To attend the Multi-Agency Risk Assessment Conference (MARAC) and other multi agency meetings (e.g weekly GMP Vulnerable Adults meeting). Ensure effective signposting and follow up by the relevant mental health service when risks are identified.

-To provide specialist mental health advice and support to key partner agencies (e.g. GMP, childrens services) within multi-agency meetings with the purpose of safeguarding children and adults at risk from abuse and neglect. This will involve sharing information appropriately (both verbally and in writing) with partner agencies in accordance with local information sharing protocols and relevant legislation such as the Data Protection Act and the General Data Protection Regulation (GDPR).

-To ensure the needs of individuals at risk are identified, supported by involved services and/or referred / signposted to the relevant partners for the delivery and co-ordination of supportive interventions with the purpose of promoting well-being and reducing harm.

- To develop, implement and support a multi-agency joint risk management plan that reduces the risk of harm and provides professional support to those at risk and reduces repeat victimisation.
- To provide specialist mental health advice and support information sharing in relation to children and adults at risk within the multi-agency safeguarding partnership at The Bridge in Salford.
- To support mental health workers at GMMH in the management of complex cases involving domestic abuse and child/adult safeguarding.
- Provide a Think Family approach when working with individuals, their carers and families.
- Act as Enquiry Lead in relation to adult safeguarding enquiries into suspected abuse or neglect in line with s.42 Care Act and local policy and procedures. Contribute to the development of an agreed safeguarding plan for the adult at risk and carry out interventions which are personalised and promote well-being / safety.
- Work as part of an integrated team, sharing information in an appropriate and secure manner using the electronic recording systems.
- To participate in internal meetings and represent the service at Directorate, Trust and external meetings where required, keeping colleagues and the Team Manager informed of developments.
- To work collaboratively with Domestic Abuse and safeguarding services in Salford eg Domestic Abuse Senior Practitioner at Living Well.
- Work in partnership with other statutory, voluntary and community agencies working towards greater social inclusion for services users and carers.
- To document all contact with service users and colleagues on the appropriate recording systems – Paris and Liquid Logic.

Professional

- To work in accordance with professional registration requirements and related standards of proficiency.
- To work in a person centred and strengths-based way with individuals at risk, their families and carers.
- To value, promote diversity and to actively encourage equality of opportunity in all areas of one's work.
- To maintain quality standards in every area of one's work in accordance with relevant legislation (e.g. the Care Act (2014), Mental Health Act (1983, as amended), Mental Capacity Act (2005), Human Rights Act (1998)), related codes of practice / statutory guidance and local policies and procedures (e.g. Adult Safeguarding, Domestic Abuse policies and procedures).
- Have a good understanding of the Children Act 1989 and 2004, local and national policies and practice guidance and respond appropriately when identifying concerns relating to the welfare of children.
- Keep up to date with new relevant legislation, policy and guidance.

- If qualified as an AMHP to be willing to contribute to the duty rota in Salford.
- Promote models of good practice to colleagues.
- To make use of regular professional and management supervision and to take responsibility for continued professional development to meet the objectives of the post.
- Attend team meetings, professional forums, complete mandatory training and attend training events as required.
- To maintain paper and electronic records in line with Trust data quality policies.
- To ensure a safe environment for service users, colleagues and visitors in accordance with the Trust Health & Safety Policy.
- To adhere to Trust policies, procedures, protocols and guidelines at all times.
- To be aware of own limitations, seeking advice where necessary.

PERSON SPECIFICATION

Job Title:	Domestic Abuse and Safeguarding Social Worker
AfC Band:	NJC Scale 3C(AYSE) – 4B (AMHP Status)

	<i>Specification</i>	<i>Essential / Desirable</i>	<i>Evidence AP – Application Form IN - Interview OA – Other assessment</i>
<i>Registration</i>	Professional Social Work Registration with Social Work England.	E	Certificates
<i>Essential Qualifications</i>	Social Work Qualification.	E	AP Original Qualification Certificates
<i>Desirable Qualifications</i>	You have additional qualifications e.g. qualified AMHP, Best Interest Assessor, or other relevant continued professional development.	D	AP Original Qualification Certificates

<i>Experience</i>	<p>Substantial prior experience working with individuals presenting with mental health conditions.</p> <p>An understanding of the core principles and values underlying the Care Act 2014; Mental Health Act (1983, as amended), Mental Capacity Act (2005), Human Rights Act (1998), Children Act (1989) and associated guidance as they relate to the role.</p> <p>Experience developing effective working relationships with service users and their carers and show evidence of good assessment practice.</p> <p>Prior experience working in a role with responsibilities to make child and adult safeguarding referrals for both children and adults in accordance with local policies and procedures.</p> <p>Prior experience working in a community mental health service (e.g. Community Mental Health Team).</p> <p>Experience of acting as Enquiry Lead and undertaking adult safeguarding enquiries in line with s.42 Care Act.</p>	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>D</p> <p>D</p>	AP IN (all)
<i>Knowledge, Skills and Abilities</i>	Knowledge of the various mental health conditions and how these may impact on an	E	AP IN (all)

	<p>individual, their carer and families.</p> <p>Knowledge of domestic abuse; types, precipitating factors and how the victim is impacted.</p> <p>Up to date knowledge of mental health, mental capacity and human rights legislation including current case law.</p> <p>Good knowledge and ability to apply relevant legislation, national guidance and policy relating to domestic abuse and child / adult safeguarding.</p> <p>Good understanding of the Children Act 1989 and 2004, local and national policies and practice guidance.</p> <p>Ability to work with individuals in a person centred and strength-based way evidencing a commitment to 'Making Safeguarding Personal'.</p> <p>Ability to work with individuals to promote their independence and well-being.</p> <p>A commitment to social inclusion and the provision of appropriate and accessible services.</p> <p>Ability to demonstrate anti-discriminatory practice and anti-oppressive practice. Sensitivity and perception in the assessment of individuals and their families with complex needs, using the assessment and safeguarding frameworks.</p>	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>	
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	Good risk assessment and management skills.	E	
	Good interpersonal skills with all contacts.	E	
	Ability to work as a team member.	E	
	Competent communication and arbitration skills to deal with conflict within sensitive or highly emotive situations.	E	
	Ability to develop written reports, including those needed under legal requirements.	E	
	Skilled in organisation and prioritisation of workloads, making informed decisions and evaluating outcomes.	E	
	Commitment to continued learning via supervision, training and continuous professional development.	E	
	Ability to use computerised information technology.	E	
	Willing, and able to support, supervise and motivate others as appropriate.	E	

Living our Values

All colleagues are expected to demonstrate the NCA values and underpinning behaviours as you carry out your role.

Values	Behaviours (I will...)
CARE We listen and treat each other with kindness.	Provide the highest standard of care, with compassion and kindness.
	Communicate clearly, actively listen and be person centred.
	Seek to understand and empathise.
	Collaborate to deliver services that are safe and give confidence in our care.
APPRECIATE We value and respect each other's contribution.	Recognise and openly acknowledge how we all make a difference.
	Value and respect others and share in celebrating our successes.
	Treat people fairly, notice, champion and positively appreciate diversity.
	Provide constructive feedback to support growth and development.
INSPIRE We speak up and find ways to be even better.	Have a voice and act with integrity and honesty.
	Make time to learn, share and find new ways of working.
	Be positive, be open to change and empower others.
	Work with my team and other teams to agree and deliver best outcomes.

Appendix

The below details all the standard Trust requirements which must be incorporated within the role.

Infection Prevention
Employees will adhere to all Trust Infection Control policies and procedures which are relevant to the post and undertake any appropriate mandatory training. All colleagues will ensure that advice is sought from the infection control team as required and appropriate action is taken to minimise cross infection.
Safeguarding
The Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all employees and volunteers to share this commitment. You will be expected to fulfil your mandatory safeguarding training at the level applicable to this role.
Health and Safety
Employees must act in accordance with the Health & Safety at Work Act 1974, and subsequent legislation, under which they must take reasonable care to avoid injury to themselves and to others who may be affected by their work activities. Employees are required to co-operate with the Trust in meeting statutory requirements. Employees must not intentionally or recklessly interfere with, or misuse anything that is provided in the interest of the health, safety and welfare of colleagues, patients, and the general public.
Confidentiality and Data Protection
Employees are required to uphold the confidentiality of all records held by the Trust, whether patient records or Trust information. Unauthorised disclosure of any confidential information, or that covered by the Data Protection Act may result in disciplinary action.
Equality and Diversity
<p>All colleagues are required to understand the equality and diversity commitments and statutory obligations under the Equality Act 2010. You must act in ways that support Equality, Diversity, and Inclusion (EDI) and recognise the importance of people's rights in accordance with legislation, policies, frameworks, procedures, and good practice.</p> <p>Colleagues must recognise and report any behaviour that undermines equality under Trust policy and further EDI activity by:</p> <ul style="list-style-type: none"> • eliminating discrimination, harassment, and victimisation • advancing equality of opportunity between people who share a protected characteristic and those who don't. • fostering good relations between people who share a relevant protected characteristic and those who don't.

- understanding the impact of policies, services, and practice on people with different protected characteristics

Code of Conduct

Colleagues that have a national Code of Conduct are expected to adhere to that Code and failure to do so could result in disciplinary action being taken. Colleagues who do not have a regulatory body are expected to conduct themselves in a professional manner and in line with the Trust values and policies at all times.

Leadership and Development

We believe our colleagues play a vital role in delivering excellence, and that everyone has the ability to demonstrate leadership and make a difference. As a member of our team, we expect you to live the NCA values: Care, Appreciate and Inspire through your daily habits, to improve outcomes for patients, customers and service users across the system. In return we provide a range of development opportunities that help you to realise your potential and reach your professional best.

As you join us, you are required to attend our Corporate Induction, complete the Trust's mandatory training and participate in the NCA Accelerated Leader Development Programme if you are in a leadership or management role. Your annual My Time appraisal conversation helps to continually review your contribution and ongoing priorities through your Personal Development Plan, informed through a wide choice of development available to you.

Flexibility

This job description is not intended to be exhaustive, and it is likely that duties may be altered from time to time, in discussion with the post holder. This job description is intended to provide a broad outline of the main responsibilities only. The post holder will need to be flexible in developing the role with initial and on-going discussions with the designated manager.