# Job description

Post title: Mental Health Substance Misuse Social Worker

Service area: Adult Social Care/Mental Health

Grade: SO2 (ASYE) – PO3

Reports to: Service Lead

Your team: Mental Health Services

Number of supervisees: between 1-4

## Our ambition

We are determined to make Islington fairer. To create a place where everyone, whatever their background, has the opportunity to reach their potential and enjoy a good quality of life.

We also have an ambitious goal – to be the best council in the country– with every employee clear about the part they play and inspired, focused and supported to give their very best.

We want to build an organisation where employees feel valued, inspired and empowered to help us achieve our goals and provide the best services possible to our residents.

## Our values and behaviours

‘Be Islington’ is about setting a clear challenge about what it means to be an Islington employee and sets the standard for every new recruit.

We ask our employees to ‘Be Islington’ – playing their part in working together for a fairer borough and to always be collaborative, be ambitious, be resourceful, and be empowering (‘CARE’).

## Our commitment to challenging inequality.

We are committed to tackling inequality, racism and injustice and creating a fairer borough for all. In order to do this, we need to set the example by being a fair employer and creating a workplace environment, which is free from discrimination, racism and inequality. Our approach needs to be proactive, consistently learning to create a fairer workplace and foster a culture, which empowers all staff to challenge inequality.

Fairness is at the heart of what we do. We want to celebrate and embrace our differences by:

* Ensuring our workforce is representative of the people we work on behalf of, our residents.
* Creating equitable working environments and diverse teams
* Understanding our residents in order to design and deliver services that help tackle inequality and improve life chances for our residents.
* Getting to know people and their differences.
* Interpreting issues and concerns from a cultural perspective and address situations or problems from the points-of-view of multiple cultures
* Supporting people with long-term health conditions and/or disabilities
* Recognising the value of flexible working to support staff where possible.

## Key responsibilities

1. Support, engage and work alongside residents in individual and group sessions to assist them in dealing with substance abuse, mental and physical illness, poverty, unemployment, or physical abuse etc.
2. Assess, interview residents, review records, and confer with other professionals to evaluate the level of substance misuse and relevant interventions and treatment required.
3. Collaborate with other professionals i.e. psychologists, doctors, and nurses to plan and coordinate treatment, drawing on social work experience and resident needs.
4. Monitor, evaluate, and record resident progress with respect to individual strength base care act goals.
5. Refer resident or family to community resources for activities, employment, education, housing or other to assist in recovery from substance misuse, following through to ensure service efficacy.
6. Support and aid family members to assist them in understanding, dealing with, and supporting the resident and make any onward referrals for safeguarding children’s or other as required.
7. Modify care and support plans according to changes in residents status.
8. Plan, conduct group work or delivery presentations to VCS colleagues when appropriate to prevent substance abuse, to combat social problems, or to improve health and social care services in community.
9. Supervise and direct other workers and students both internal and external who provide services to residents around their substance misuse.
10. Develop or advise on social care policy and assist in community developments.
11. Conduct social research to advance knowledge in this social work field.
12. Developing constructive and cooperative working relationships with others and maintaining them over time.
13. Observing, receiving, and otherwise obtaining information from all relevant sources.
14. Performing for people or dealing directly with the public and acting as a role model for colleagues.
15. Providing information to supervisors, co-workers, and others by telephone, in written form, e-mail, or in person and ensuring records are maintained.
16. Entering, transcribing, recording, storing, or maintaining information in written or electronic/magnetic form.
17. Analysing information and evaluating results to choose the best solution and solve problems.
18. Communicating with people outside the organisation, representing the Council to residents, the public, government, and other external sources. This information can be exchanged in person, in writing, or by telephone or e-mail.
19. Identifying information by categorising, estimating, recognising differences or similarities, and detecting changes in circumstances or events both for individuals and the team.
20. Handling complaints, settling disputes, and resolving grievances and conflicts, or otherwise negotiating with others alongside the management team.
21. Keeping up-to-date technically around substance misuse practice and research as well as applying new knowledge to your job.
22. Identifying the educational needs of others, developing formal educational or training programs or classes, and teaching or instructing others.
23. Developing specific goals and plans to prioritise, organise, and accomplish your work.
24. Providing guidance and expert advice to management or other groups on technical, systems-, or process-related topics.
25. Developing, designing, or creating innovative ideas, relationships, systems and sharing these with the management team to assist with implementation where appropriate.
26. Using relevant information and individual judgment to determine whether events, ways of working or processes comply with laws, regulations, or standards.
27. Encouraging and building mutual trust, respect, and cooperation among team members.
28. Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times. Talking to others to convey information effectively.
29. Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
30. Talking to others to convey information effectively.
31. Managing one's own time effectively and updating calendar for safety and whereabouts.
32. Undertake Care Act tasks and other statutory functions such as safeguarding, mental capacity act assessments etc.

SO2:

* Newly Quality Social Workers (NQSW’S) starting grade whilst on ASYE Programme and under one year probation.

PO1:

• To identify and undertake safeguarding concerns, investigations and develop protection plans as well as acting as SAM (if appropriate) where required.

* Carry a full case load including dealing with more complex situations/cases.
* Play an active role as professional member of multi-disciplinary teams and networks.

PO2:

• To work as an AMHP/AMCP and undertake assessments when on the rota.

* Becoming increasingly self-directed in managing workload and decision-making relating risk assessment and management.

PO3:

• Responsibility for the supervision/line management of case managers, support workers, students, volunteers and where appropriate and/or NQSW’s as the team demands and in discussion with team manager/supervisor.

* Undertaking post qualifying training or more specialist work for example Practice Education.
* Direct, participating in team and departmental quality assurance programmes and contribute to audits when directed, to play more active role working with Senior Social Worker to implement action plans to improve the service.

## Leadership

As a member of the council’s management team, to contribute proactively to the collective leadership for the council, working collaboratively with Members, services across the council, partners and stakeholders to deliver the council’s objectives and priorities.

To drive positive cultural change, embodying and promoting the values and behaviours of the council and empowering staff to reach their full potential. Ensure that the performance and development framework is effective for all staff.

To lead on and ensure the effective implementation of corporate initiatives and transformation programmes that cut across the whole or part of the council’s activities.

## Resources and Financial management

Ensure effective Financial Management, cost controls and income maximisation in an ever-changing environment, fluctuating demands and priorities. Ensure resources are well managed and effectively deployed to the best possible effects assuring value for money in all activities.

## Compliance

Ensure legal, regulatory and policy compliance under GDPR, Health and Safety and in area of your specialism identifying opportunities and risks and escalating where appropriate.

## Budget responsibilities

The post holder is not responsible for any budgets but will assist management to ensure all budgets are held to account and in line with Councill’s systems.

## Work style

This is a hybrid role working from home and office as deemed appropriate and in agreement via manager and is based on service delivery and capacity of staff etc. The role is Mon-Fri 9-5pm however at times based on any urgent or emergency matters, the post holder may be required to work outside of these hours ad hoc.

## Person specification

You should demonstrate on your application form how you meet the essential criteria. Please ensure that you address each of the criteria as this will be assessed to determine your suitability for the post.

### Essential criteria

#### Qualifications

| Essential criteria | Criteria description | Assessed by |
| --- | --- | --- |
| 1 | Social Work Degree and registered with Social Work England | Application/Interview |
| 2 | To have undertaken training around substance misuse. | Application/Interview |

#### Experience

| Essential criteria | Criteria description | Assessed by |
| --- | --- | --- |
| 3 | To have knowledge of health systems and making referrals to relevant mental health or substance misuse bodies for interventions. | Application/Interview |
| 4 | Knowledge and experience of undertaking excellent quality assessments, reviews and care and support plans. | Application/Interview |

#### Skills

| Essential criteria | Criteria description | Assessed by |
| --- | --- | --- |
| 5 | Ability to engage with individuals who can be hard to reach by using various techniques, different platforms and use of workers, other professionals etc. | Application/Interview |
| 6 | ability to negotiate with a wide range of professionals and act in the best interests of the resident ensuring best practice, value for money is a priority at all times. | Application/Interview |

## Specific requirements of the post

| Essential criteria | Criteria description | Assessed by |
| --- | --- | --- |
| 7 | This role will require you to obtain an Enhanced/Standard satisfactory clearance from the Disclosure and Barring Service | Employment checks |
| 8 | This post needs to meet the requirement of the Baseline Personal Security Standard | Employment checks |

## Our accreditations

Our accreditations include: the Healthy Workplace award, Timewise, London Living Wage Employer, Disability Confident Committed, The Mayor’s Good Work Standard, Stonewall Diversity Champion, and Time to Change.

