



SWINDON
BOROUGH COUNCIL

Role Profile

Job Title: Social Work Practice Learning Co-Ordinator	Role Profile Number: SO074
Grade: R Salary:	Date Prepared:
Directorate/Group: Adult Social Care	Reporting to:
Structure Chart attached:	

Job Purpose

This post is responsible for working with Social Work Managers, Head of Social Work and workforce development leads to grow and maintain the professional social work development framework for Swindon Borough Council in Adult Social Care.

The post will be required to achieve an integrated framework for staff from degree entry/apprenticeship through the Assessed Supported Year of Employment (AYSE) and post qualifying opportunities (Practice Educator).

The post holder will:

- Support all social work students within Adult Social Care
- Liaise with a range of universities to support students resident in Swindon with appropriate placements.
- Work with teams, Placement Supervisors and Practice Educators to set up appropriate placements for students.
- Support and provide learning and reflective workshops and individual sessions to student social workers, apprentice social workers, practice supervisors and educators and newly qualified social workers.
- Manage the practice educators within Swindon and maximise their impact
- Proactively deliver training events in support of the above objectives
- Assessment of evidence against guidance and agreed capabilities and provide feedback
- Set up quality assurance processes for apprenticeship, student social work, AYSE and PEPS
- Carry out observations of practice and be available for supervision to support social work practice

Working with senior management team and workforce development leads, the post holder will contribute to the development and implementation of initiatives in line with the scope of the role.

Key Accountabilities

- Develop a practice learning strategy for Adult Social Care that supports service demands: workforce forecasts and recruitment and retention agendas
- Work alongside social work managers, Head of Social Work and workforce development colleagues to achieve Swindon workforce strategic goals, national and local targets for practice learning, PEPS and annual performance objectives
- Manage and develop the AYSE practice and processes within Adult Social Care, working closely with the PLC from Children, Families & Community Health
- Responsibility for planning and monitoring budgets for practice learning, AYSE activity and post qualifying work areas in liaison with workforce development and Head of Social Work. Undertake budget holder tasks as required, maximising income generation through practice placements and AYSE.
- Ensure there is employer support for all sponsored candidates through their learning pathway from apprentice/student, AYSE, Practice Educator and continuing professional development
- Develop appropriate working protocols/agreements to underpin the development of staff from Apprentice-AYSE-PEPs to best meet the needs of the service, working proactively with universities
- Represent Swindon for social work practice learning across agencies, VIP organisations and where appropriate, national or regional groups
- Undertake specific projects associated with developments in social work practice, AYSE and PEPS, including delivery of hands on training events
- Develop the positive reputation of Adult Social Care at Swindon Borough Council
- Actively participate in the development and implementation of the social work career scheme within Adult Social Care, supporting and advising the senior management team in relation to embedding understanding of the PE pathway in the BASW capability framework
- Keep senior management team advised of developments nationally and regionally of social work training/PE developments, ensuring that best practice is reflected in relevant policies, initiatives and approaches

Supplementary Accountabilities

- Maintain positive and proactive relationships with local higher education providers working to generate opportunities for Swindon to contribute to the development of the social work professionals

Knowledge & Experience

Candidates must have substantial knowledge and experience in the following areas of business and will be required to provide evidence of this:

- Significant experience of working in social work and practice learning in adult services
- Commissioning and delivery of learning activities against set budgets
- Working effectively with a range of internal and external agencies
- Designing and developing adult learning programmes
- Sound working knowledge of the types and varieties of qualifications available to the social care workforce
- Management/supervision experience
- Evaluating programmes against achievement of planned learning outcomes
- Identifying training needs
- Coaching and Mentoring skills
- Excellent interpersonal skills (e.g. presentation skills, leadership, negotiating skills, problem solving, networking, communications skills)

Qualifications

- Degree or equivalent in social work
- Relevant past qualifying awards, including Practice Teacher Award
- HCPC registration
- Up to date knowledge of practice learning and facilitating the learning of students, AYSE and Practice Educators
- Evidence of CPD which has enabled development of knowledge and skill, values and practice

Creativity and Innovation

- Ability to work effectively with a variety of internal and external groups
- Compile, write and present reports and concepts to a wide audience
- Innovation in the design and delivery of training and development initiatives

<p><u>Job Scope</u></p> <p>Number and types of jobs managed</p> <ul style="list-style-type: none"> • • <p>Typical tasks supervised/allocated to others</p> <ul style="list-style-type: none"> • • • 	<p>Budget Holder</p> <p>Responsibility</p> <p>Asset Responsibility:</p>	<p>Yes</p>
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Contacts and Relationships *(how the role relates to the work of others i.e. officers, groups, committees, general public, members, partner organisations, internal and external contacts of the council)*

- Senior Managers, Team Managers, Assistant Team Managers, Senior Practitioners, workforce development, workforce and external colleagues
- *Partners, stakeholders, higher education providers, universities*
- *National and regional networking*

Values and Behaviours

We strive to underpin our culture of being ‘At our Best’ through strong management and authentic leadership. This means getting the management basics right. We own and demonstrate accountability, both individually and collectively, and aim to get things right first time. Building on this we also expect everyone at SBC to demonstrate and live our organisational values and behaviours, by displaying:

- Accountability at all levels
- Customer care and pride in what we do
- Continuous learning and evaluation
- Valuing one another and the contribution each of us makes

Other Key Features of the role *(working environment / emotional / conditions i.e. regular outside work, unpleasant or hazardous conditions, practical demands such as standing, carrying or working in constrained positions, potential verbal abuse and aggression from people, or risk of injury)*

- To be based in an operational location anywhere across the Borough
- Travelling within the service delivery area and potentially occasional longer distance travel e.g. to visit service users living out of county or to attend conferences or training events.
- Use of computers / VDU equipment.

Employee Signature:	Print Name:
Date: March 2018	
Line Managers Signature:	Print Name:
Date:	