

## ASCENSION ISLAND GOVERNMENT

### JOB DESCRIPTION

**JOB TITLE:** Social Worker  
**DEPARTMENT:** Health  
**REPORTS TO:** Senior Medical Officer  
**GRADE:** 3

**THIS POST REQUIRES AN ENHANCED DBS CHECK (or Equivalent)**

#### **JOB PURPOSE:**

To work within the Community to provide a proactive and comprehensive social work service, having regard to the statutory duties and responsibilities of the Ascension Island Government, agreed policies and procedures and best practice. The work includes direct case work with children and families and other adults in need as well as to provide advice and expertise to the Ascension Island Safeguarding Children's Board.

#### **SCOPE OF WORK:**

As the only Social Worker on Ascension Island, the post holder will be required to work dynamically, independently and using their own initiative. It requires the Social Worker to lead on all Safeguarding issues and be the statutory welfare provision for the island in conjunction with partner agencies. The post holder will be a key member of the Ascension Island Safeguarding Children Board and lead on policy development. The work of the post holder will be guided by the changing needs of the population of Ascension.

The principal duties are:

1. To provide assessment and support for Children in Need in accordance with the Assessment Framework and Working Together 2015, ensuring assessments are completed to a high standard and within timescales.
2. Build and maintain a high standard of multi-agency working with statutory agencies i.e. Health, School, Police and Social Care in other geographical locations.
3. To undertake joint investigations with the police and assist with Achieving Best Evidence interviews.
4. Take appropriate action in conjunction with other agencies, within the legal and statutory framework.
5. To make timely referrals to overseas agencies when individuals who require further support are leaving Ascension and lead on any transition between locations.

6. Be responsible for the agenda and preparatory documents for the Ascension Island Safeguarding Children Board. Advising AIG on policy and procedure, areas of future work, writing policy and procedure as necessary.
7. Maintain the list of Registered Child Minders and to provide support, advice and training to this group as required.
8. To provide regular training in areas of Safeguarding to members of the Voluntary Sector and other people working with children.
9. Provide support and advice for survivors of Domestic Abuse.
10. To assist the Court as periodically directed, in providing Pre Sentence reports as required (training can be provided).
11. To run appropriate Safeguarding publicity campaigns in the local media and directly with employees and parents.
12. To provide a Learning Mentor role and maintain a proactive presence within the school.
13. To demonstrate consistently high standards of practice that is child centred and puts the needs of vulnerable groups at the forefront of all activity.
14. To actively promote anti-discriminatory practice and the celebration of diversity. Challenge injustice, discrimination and lack of access to services within a local context.
15. To ensure a high standard of case recording and able to ensure reports and statements for Court and case conferences are prepared to a high standard, adhering to deadlines.
16. To be able to effectively liaise with numerous stakeholders on the island across a broad range of Safeguarding issues, providing advice and support as required.
17. To work with the Foreign & Commonwealth Office and other British Overseas Territories in delivering specific and wide ranging initiatives.
18. Key tasks and accountabilities are intended to be a guide to the range and level of work expected of the post-holder. This is not an exhaustive list of all tasks that may fall to the post-holder and employees will be expected to carry out such other reasonable duties which may be required from time to time.
19. The role may be required to work occasional evenings, weekends and public holidays, in order to meet service user needs.
20. To carry out any other duties which fall within the broad spirit, scope and purpose of this job description and which are commensurate with the grade of the post.

## **Disclosure and Barring Check**

This post is classed as working within regulated activity or involves a high level of contact with children or vulnerable adults and is exempt from the Rehabilitation of Offenders Act 1974. An enhanced disclosure will be sought through the Disclosure and Barring Service as part of the Ascension Island Government pre-employment checks. If you are invited to an interview you will receive more information.

## **Health & Safety**

It will be the duty of every employee while at work to take reasonable care for the Health and safety of themselves and of other persons who may be affected by their acts or omissions at work.

## **Special Requirements**

As a requirement of this role the post holder will need to have a full current driving licence. You will be required to travel to visit clients in their homes, workplaces and to attend meetings at sites other than your own work base.

## **PERSON SPECIFICATION:**

### **Essential Criteria**

1. HCPC recognised social work qualification and current HCPC registration.
2. Significant post qualification experience including a broad range of direct social work and client groups, including both children and adults.
3. 2 years' experience working with child protection.
4. Experience working within a multi-disciplinary context.
5. Knowledge of relevant legislation and be aware of recent developments in social work practice in the UK.
6. A good understanding of equality issues and ability to challenge issues arising.
7. Insight of the pressures of working in a small community, and an understanding of professional behaviour in that context.
8. Be able to present expert advice to the Safeguarding Children Board and drive changes required from that forum
9. Ability to communicate effectively with a wide range of individuals and organisations (including the ability to deliver Safeguarding and other training)
10. Systemic and adaptive approach to work.
11. Flexible approach, able to think creatively in meeting the needs of clients given the limited resources available on island.
12. Personally and professionally resilient with a high level of personal motivation.
13. Highly motivated and ability to work autonomously.
14. A Proficient user of Microsoft Office
15. Full clean and current driving licence.

### **Desirable Criteria**

1. Trained in Achieving Best Evidence.
2. Ability to contribute to the development of social work policies including the writing and management of such policies.
3. Knowledge or experience of providing a counselling role.
4. Experience of providing reports to Court in the shape of PSR/Welfare Reports.
5. Experience working in a role where adult and children child protection is the primary focus

This Job Description indicates only the main duties and responsibilities of the post. It is not intended as an exhaustive list.

The Ascension Island Government (AIG) reserves the right to amend this Job Description from time to time, according to operational needs. Any changes will be confirmed in writing after discussion with yourself. Please note that you share with AIG the responsibility for making suggestions to alter the scope of your duties and improve the effectiveness of your post.

Please sign, print your name, and date below to indicate your acceptance of this Job Description.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_