



Job Title:	Adoption Social Worker (or Senior Adoption Social Worker)
Accountable to:	Team Manager/Head of Adoption
Salary:	£36,867 to £40,771 (SP 28-32 depending on skills and experience)
Hours:	22.5 hours
Contract:	12 Months Fixed Term
Location:	CCS Office in Bristol in accordance with the CCS hybrid working policy
Primary Purpose:	The postholder will be part of a team that aims to provide creative and forward-thinking adoption services and will be expected to undertake a range of work within the area of family placement.

Key Tasks:

1. To recruit, prepare and undertake robust and analytical adoption assessments. These tasks will include attendance at Introduction days & drop in events, Stage 1 and 2 assessments and providing some aspect of training to prospective adopters.
2. To facilitate the linking and matching of children with adoptive families both regionally and nationally. The children will primarily be in the care of Local Authorities and subject to childcare plans promoting permanency through substitute family care. The work in matching will therefore require skills in negotiating and planning inter-agency agreements and adoption support assessments and work collaboratively with the Local Authorities and the RAA's.
3. Being responsible for Post Adoption Support Cases, completing assessments of need, providing professional advice and signposting.

4. Co/Facilitating groups, training and workshops through The Centre and CCS as necessary.
5. Presentation of Prospective Adopter's Report (PAR) to Adoption Panel.
6. Complete other assessments as required, such as stepparent assessments, intercountry adoption assessments and connected persons/SGO assessments.
7. *As a senior adoption social worker* manager, a complex caseload of families, whilst actively providing support and advice to less experienced members of the team.
8. *As a senior adoption social worker* being responsible for Social Worker Students on a rota basis with other senior adoption social workers within the team.
9. Participate in planning meetings and assist in defining clear goals and plans for children in line with adoption legislation.
10. To keep accurate written records of case work and maintain confidentiality at all times.
11. Have and continually develop own understanding, skills and knowledge around therapeutic parenting/therapy and techniques such as theraplay, DDP, PACE etc. Disseminate knowledge to adoptive families and colleagues.
12. To advise, support and supervise placements as required, including Early Permanence placements and Foster to Adopt.
13. To undertake some tracing and intermediary work for adopted adults wishing to seek information from their birth records.
14. To attend team + reflective team meetings and contribute to all aspects of the team's learning and development of good practice.
15. To share in the responsibility for liaison with other Adoption agencies and relevant professional practice groups.
16. To participate in training and continuous professional development in order to maintain a detailed understanding of current childcare and adoption legislation and practice. To actively disseminating knowledge to colleagues within and outside of the Social Work service at CCS.
17. To play a part in communicating the work of the Agency's role in the wider community.

18. To complete other tasks with children and families within the permanency field dependant on business need.
19. To undertake further duties at the request of the Head of Adoption and/or Social Work Team Manager.

The Job Description reflects the major tasks to be carried out by the post holder but in the interests of effective working, those tasks may be reviewed from time to time, reflecting the changing needs and circumstances. Such reviews and any consequential changes will be carried out in consultation with the post holder.

All social workers are required to uphold the “Standards of Proficiency” as described by the Social Work England.

An Enhanced DBS check is required for this post.