

## Job Description

### 1. Job Details

Job title: Independent Social Worker/Sessional Form F Assessor

Based at: North East, Yorkshire & East Midlands

Reporting to: Recruitment Manager

### 2. Job Purpose

To contribute to the provision of a first-class fostering service for children by assessing prospective foster carers.

Sessional Form F Assessors undertake assessments and initial visits to prospective foster carers on a self-employed basis. We require individuals with the necessary skills and experience to undertake detailed home studies of prospective foster carers and to write high quality assessment reports. Team Fostering operate a fast tracked 12-16 week assessment period, wherever safe and appropriate to do so.

### 3. Main Duties and responsibilities

- Assess and prepare prospective foster carers
- Counsel out those applicants not suitable for the agency
- Prepare Form F reports for panel
- Present assessments to fostering panel
- Undertake a handover visit with the allocated SSW following Panel
- Prepare a profile regarding applicants to be used for the purposes of initial matching.
- Plan and carry out home study assessments with prospective carers, using the CoramBAAF Form F format.
- Agree deadlines with the agency and meet those deadlines.
- Assist the team with initial visits of prospective foster carers, if required.
- Adhere to the agency's standards of confidentiality.
- Check DBS documentation on behalf of the agency.

### 4. Communication and Relationships

- Help prospective foster carers to contribute to their own assessments as much as possible.
- Feedback to prospective foster carers the progress of their assessments, including any difficulties.
- Help prospective foster carers to understand which children would be a good match for their household.
- Identify when prospective foster carers are not suitable for the agency.
- Discuss the progress of assessments with the Team Manager of Team Fostering.
- Produce detailed, high quality written reports for the agency.

## **5. Safeguarding Children and Young People**

- To commit to safeguarding and promoting the welfare of children and young people and protecting them from risk of harm. The Agency recognises its responsibility to ensure safe and appropriate policies, working practices and systems are in place for all staff working with children and young people.
- To comply with Team Fostering's Safeguarding Policy and promote the safeguarding of children throughout their work
- To undertake mandatory safeguarding training in relation to their work with children and young people

## **6. Confidentiality**

- To safeguard the confidentiality of information relating to carers, children and young people at all times in accordance with agency policies and procedures.

## **7. Health and Safety**

- To comply with Health and Safety regulations and guidance in the course of employment

## **8. Data Protection**

- To comply with the Agency's policies and Data Protection Act in all aspects, with particular reference to the protection and use of personal data relating to carers and children and young people.
- To ensure all data is recorded accurately, timely, up to date and in a non-discriminatory manner.

## **9. Equality & Diversity**

- To comply with the agency's equality and diversity policy and be able to demonstrate their commitment to the policy in all aspects of their work
- To actively promote equality of opportunity and an anti-discriminatory service.

## **10. Ethos and Values**

- To subscribe to the ethos and ethical values upheld by Team Fostering and demonstrate those values in own everyday work

## **11. Additional Expectations**

- Team Fostering does not allow smoking in the workplace
- The post is subject to an enhanced DBS check and Social Work England registration