**JOB DESCRIPTION**

**CHILDREN’S AND JOINT COMMISSIONING SERVICES**

**JOB TITLE:** SOCIAL WORKER-UASC (Through Care Team)

**DIVISION:** CHILDREN’S & JOINT COMMISSIONING SERVICES

**GRADE:** BANDS 10 – 12

**RESPONSIBLE TO:** THROUGH CARE TEAM MANAGER

**POST REFERENCE:**  102131

**Purpose of Post**

The purpose of the post is to provide a comprehensive service to the unaccompanied asylum seeking children in our care and those leaving care to prepare them for a successful adult life.

All staff will be expected to consider their role in the context of the objectives that the Department is working towards and to contribute constructively to the continuous improvement, performance management and best value culture and also the interagency context of the Department’s work.

**Key Relationships**

All staff will be expected to promote team working within their particular staff group/service area but also across the Department as a whole, with corporate colleagues, with staff from other agencies and representative groups and working with elected Members as appropriate.

Additionally, key relationships for this post will be:

* Team Managers
* Social Workers
* Workers from targeted/preventative services
* Administrative staff
* Service Users
* Colleagues from other agencies

**Main Duties and Responsibilities**

1. To be responsible for a caseload of UASC which will include assessment and care planning.

2. To ensure that the children and young people in our care are visited, supported and encouraged to achieve their potential during and following their period in care.

3. To build links in the community so UASC receive information about services they can access locally in the town.

4. To set up and coordinate a UASC drop-in sessions to provide young people with support and advice with issues that affect them and an opportunity to network with other young people. This will include support with applications for leave to remain and development of independence skills such as budgeting, cooking, managing a tenancy.

5. To refer and assist clients with accessing our enrichment programme of integration activities including ESOL classes, IAG sessions, befriending services and age appropriate social and cultural integration activities

6. To maintain an overview all records and data of young people who are UASC and support carers, PA’s and other professionals in identifying necessary training and support opportunities.

7. To have a good working knowledge of the Age assessment process and Merton Compliance to be able to complete age assessments (after training if required).

8. To be the UASC lead for the Local Authority and attend regional and national meetings as required. To liaise with the North East Migration Partnership Officer regarding the National Transfer Scheme.

9. Any other duties of a related nature which might reasonably be required and allocated by the team manager

10. Feedback to the team manager any problems in relation to the effective provision of services and/or policies.

11. Ensure that all necessary information regarding individual children and their families is input appropriately into the Integrated Children’s System in accordance with specified standards.

Changes

Over time Council services change and develop. This can impact upon the main duties and responsibilities of the role, and subsequently the post holder, who will be required to adapt. Any changes will be appropriate to the grading of the post and will be made in discussion with the post holder.

Date: May 2023

**HARTLEPOOL BOROUGH COUNCIL IS COMMITTED TO SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS. IF THIS POST IS SUBJECT TO SAFER RECRUITMENT MEASURES THEN A DISCLOSURE AND BARRING SERVICE (DBS) CHECK WILL BE REQUIRED.**