

Job Description

Senior Adults Social Work Lead

(Known as Senior Social Worker – Risk & Independence)

Reference: C012

Date: (June) 2026

Job Family:	Care/Adult Social Work
Level:	Level 3
Band:	band 10
Career Track:	Technical, Professional and Managerial

Job Purpose

To assist in developing and contributing to the quality assurance of all aspects of practice, planning, policy and procedural processes in relation to adults. To take a lead role for promoting links with key teams, managers and professionals directly responsible for making decisions. Ensuring high quality performance through reviewing and planning systems. To review high-cost care plans working with clients and their carers, care providers and associated professionals. To ensure they meet the needs of the adult and to maximise individuals' independence and quality of life within legislative guidelines by safely and robustly managing risk to deliver cost effective care plans in a person-centred way. Providing better outcomes for service users and their families/carers. To manage care plan budgets safely and effectively to ensure that plans are cost effective and not overly restrictive, and recouping overspends for Adult Social Care

Service Purpose

Northumberland County Council's Adult Social Care service aims to promote the independence, dignity and wellbeing of adults across the county by ensuring they can access the information, advice, assessment and personalised support they need to live the lives they choose. The service delivers and arranges a wide range of care and support options including rehabilitation, reablement, community-based support, and safeguarding working closely with health partners, voluntary organisations and local communities to help people remain safe, independent and connected.

Duties and Responsibilities

Assessment, Review and Case Management

- Review, reassess and monitor adults' care and support services, working with clients, families/carers and providers to ensure needs are met and independence is maximised.
- Lead and facilitate meetings with providers and adults/families/carers, ensuring collaborative decision-making and effective service planning.
- Promote participation of adults, families/carers and providers in care planning, service decisions and review processes.

Safeguarding, Welfare and Risk Management

- Ensure arrangements that safeguard and promote the welfare, safety and well-being of adults and carers, in line with service procedures and standards.
- Identify and address practice or performance concerns, taking decisive action in accordance with organisational policies, procedures and statutory guidance.
- Provide expert risk assessment and positive risk-taking guidance, contributing to safe, evidence-based decision-making.

Quality Assurance, Compliance and Performance

- Develop and contribute to quality assurance and performance management systems, ensuring consistent high-quality practice across Adult Social Care.
- Conduct audits and reviews of practice, service quality and outcomes, using findings to inform improvement and service development.
- Ensure compliance with NCC and CQC quality standards, regulations and codes of conduct, escalating complex or critical issues to senior management.
- Monitor and evaluate team and service performance, including care plan effectiveness and adherence to key performance indicators.

Professional Expertise, Leadership and Workforce Development

- Provide professional advice, consultation and support to staff and multi-agency partners working with adults and their carers.
- Lead on developing professional skills, expertise and evidence-based practice, providing coaching, mentoring and supporting workforce capability.
- Maintain and develop strong professional links with multi-agency partners to support integrated working and improved outcomes.

Resource, Financial and Service Planning Responsibilities

- Manage resources and budgets effectively, ensuring financial efficiency, value for money and regular reporting to the Operations Manager.
- Contribute to strategic service development, including new ways of working, innovation, and participation in directorate-wide improvement projects.

Person Specification

Professional and Technical Requirements

Qualifications

- Holds a relevant Level 5 professional qualification (e.g., Social Work, Nursing, Occupational Therapy or equivalent) with current and valid professional registration.

Knowledge, Skills and Experience

- Ability to influence, negotiate and manage challenging or complex situations.
- Strong organisational skills, including the ability to prioritise competing demands and meet tight deadlines.
- Ability to assess service needs and develop, evaluate and implement programmes, projects and plans.
- Commitment to equality of opportunity in all aspects of practice.
- Awareness of budget management principles.
- Effective IT skills, including the ability to write reports, produce documentation, update systems and use databases and spreadsheets.
- Experience working across agency boundaries within multi-professional environments.

- Ability to operate at both operational and strategic levels in relation to service development.
- Demonstrates resilience and the capacity to manage intense emotional demands associated with the role.
- Able to sustain lengthy periods of mental concentration and manage high-pressure workloads, including meeting statutory deadlines.
- Able to meet physical and mobility requirements of the role, including regular travel to adults' and families'/carers' homes across the county, and work agilely in line with Council policy.

Core Competency Requirements

Communication: The ability to communicate across services to influence outcomes. Adapts style across organisational contexts and manages sensitive communications.

Collaboration: Is able to facilitate collaboration across teams, services, and external partners to deliver joined-up solutions.

Service Delivery: Is able to align delivery with strategic priorities and maintain high performance. Improves services using innovation and effective use of resources to deliver value for money.

Decision making: Balances risk and impact in decision-making across teams or projects.

Digital and Data Literacy: Can use digital systems to manage performance and inform decisions. Applies ethical judgement and explores new data sources.

Analyses complex data to improve service outcomes.

Adaptability: Shows leadership skills to support teams through change using structured approaches that support clarity and resilience. Builds team cohesion and sustains service culture during transitions.

Problem Solving: Enables collaborative problem-solving and challenges existing practices to address cross-service challenges.

Community and Customer Focus: Applies person centered and strength-based approaches with community insight and customer feedback to shape responsive and inclusive services.

Leadership: Aligns team capability and resources to deliver meaningful outcomes. Leads projects and services within areas of expertise and across disciplines.

Strengths

Analytical: You seek and analyse information to inform your decisions, based on the best available evidence.

Authentic: You are self-aware and true to yourself in all situations, even when under pressure.

Catalyst: You are self-motivated to act towards achieving a goal. You are confident using your own initiative to take forward actions

Challenger: You can bring fresh perspective whatever the situation or context. You see other people's views and appreciate that there are many different angles to consider.

Courageous: You are an innovator who tries new approaches. You push yourself to work outside your comfort zone.

Desirable

- Evidence of post-qualifying development, including completion of relevant training and ongoing professional learning.
- Experience in working within multi-agency environments and applying budget management principles.

- Proficient use of IT systems, including databases and spreadsheets, to support case management and service monitoring.