



RUTLAND COUNTY COUNCIL

JOB DESCRIPTION

Position Title:	Senior Practitioner – Integrated Care Coordinator and Integrated Neighbourhood Team Lead
Grade:	PO2
Directorate:	Adults and Health
Department:	Rise – Community Care Services
Responsible to:	Head of Service – Community Care Services

Purpose of the Job:

To lead on managing Integrated Care Coordinators and Community Inclusion Workers.

To develop the Rutland place integrated neighbourhood team model, focused on bringing together professionals from health, social care and the voluntary sector in one core team to support people to receive the help and service they need in a coordinated no wrong door approach

To promote resilience and safety within the community by ensuring a timely response is provided for adults referred to the Rise team.

Main Responsibilities:

1. To support and supervise members of the team. This includes 1:1's, recruitment and identifying training needs to ensure ongoing professional development of the team.
2. To ensure that the needs of adults at risk are met and co-ordinate professional involvement to support their needs, and that of their carers.
3. To provide specialist advice to other Social Workers, Integrated Care Coordinators, Care Managers, Community Inclusion Workers and Assistant Care Managers in relation to complex cases and to link with other professionals as appropriate as required.
4. To support the development of the Rutland integrated neighbourhood team, reviewing the service to ensure value for public money and potential efficiencies maximized.



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5. To assist in case management, data and performance monitoring, and embedding quality assurance. Ensure that all appropriate planning and review activity is carried out effectively.
6. To maintain and update case notes and other records, write reports as required, and give evidence in court in relation to care or other proceedings as necessary.
7. To liaise with colleagues in own and other departments and external agencies in order to gather information relevant to assessment and care planning activities. Promote and support positive relationships and partnerships with key agencies.
8. To manage delegated budgets and ensure effective financial planning and monitoring in accordance with the Council's Financial Procedure rules.
9. To lead and develop a motivated team and ensure they are developed in their role through effective use of 'My Conversation'/supervision and effective performance management as appropriate.
10. Take reasonable care for your health and safety and have regard to other persons who may be affected by the performance of your duties, in accordance with the provisions of Health and Safety legislation and Rutland County Council's and Departmental codes of practice and procedures. You will exercise proper care in handling, operating and safeguarding any equipment, vehicle or appliance provided, used or issued by the Council or provided or issued by a third party for individual or collective use in the performance of your duties.
11. This job description indicates the main areas of activity of this post. From time to time, however, other tasks/duties may be required but these will fall within the general areas of responsibility and grade of the post. Any changes which are of a permanent nature will, following consultation with you, be included in the job description in specific terms and will be formally issued to you.

Behaviours and outcomes:

To be a role model for the One Council ethos and values.

Respond to pressure and change – flexible and adaptable to sustain performance.

Build and manage relationships, share knowledge and skills to deliver shared goals.

Actively support new initiatives and try different ways of doing things.



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Dimensions:

Line management responsibilities for members of the team and budget management responsibilities as delegated by the Head of Service

JOB REQUIREMENTS

QUALIFICATIONS/TRAINING/EDUCATION

Essential	Method of Assessment *
DIPSW, BASW / CQSW Or professional qualification (e.g nurse, OT, Physio)	A, D
Registration with SWE	A, D

Desirable	Method of Assessment *
Degree or equivalent	A, D

EXPERIENCE/KNOWLEDGE

Essential	Method of Assessment *
Experience of supervision and performance development of staff.	A
Post qualifying experience working with adults at risk. Able to assess risk and make sound professional judgments	A, I
Experience in an adult social work/adult health environment An understanding of the personalisation of services agenda, and the implementation of self-directed support services	A, I
Knowledge of Adult Care legislation and procedures.	A, I
Demonstrate understanding and experience of risk management of complex and high risk issues.	A, I
Experience of multi-agency and multi disciplinary working.	A, I
Knowledge and experience of safeguarding adults procedure.	A, I



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Experience of CHC DSTs, mental capacity assessments, DoLs and best interest decision making	A, I
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Desirable	Method of Assessment *
Evidence of other learning and development training.	A, I

SKILLS

Essential	Method of Assessment *
An ability to demonstrate supervisory skills	A, I
Ability to monitor performance of staff and mentor	A, I
Decision making skills	A, I
Good communication skills both written and oral	A, I
Ability to work under pressure	A, I
Ability to work in partnership within the department and external agencies	A, I
IT skills.	A, I
Negotiation skills	A, I
Excellent assessment and Risk management skills	A, I
Managing conflict and maintaining professional relationships	A, I
Good organisational skills	A, I
Ability to manage conflicting demands and priorities	A, I
Team working skills	A, I
Delegation skills	A, I
Chairing skills	A, I



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EQUALITY AND DIVERSITY

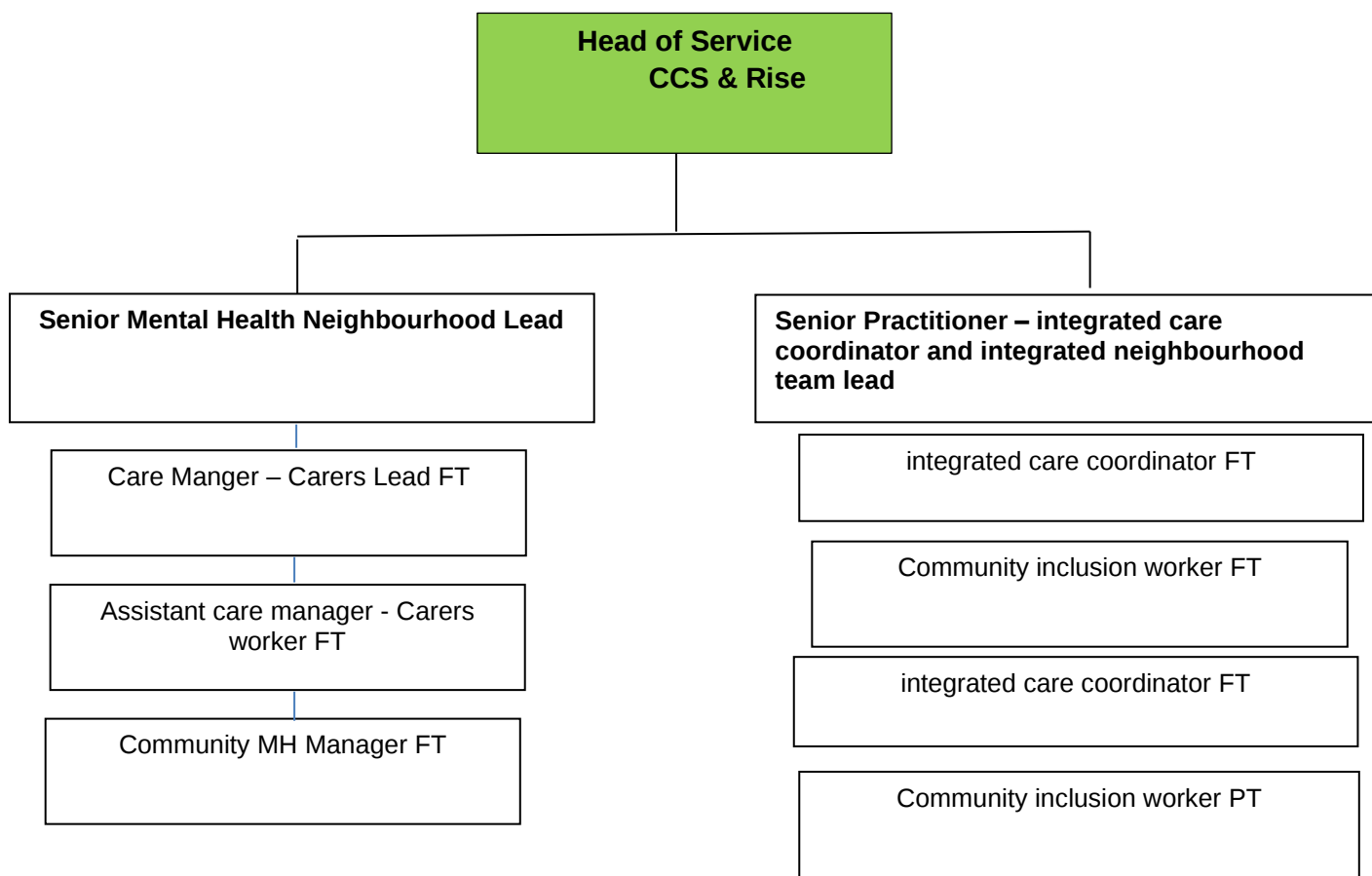
Essential	Method of Assessment *
Able to recognise discrimination and be proactive in ensuring the Council's policy is put into practice.	A, I

OTHER

Essential	Method of Assessment *
Flexible in working patterns to fulfil commitments of the role and team.	A, I
Willingness and ability to visit other sites as and when required.	A, I

* A = Application Form D = Documentary evidence I = Interview T = Test

STRUCTURE





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NOTE: These requirements must be reviewed each time this post becomes vacant. The reviewing manager must sign below. If changed, please submit both the original job description and amended job description to the Human Resources Department.

DATE	CHANGE - YES/NO	PREPARED BY (Name & Position Title)
February 2016	No	Kim Sorsky, Team Manager
May 2017	Yes	Katherine Willison, Team Manager – Prevention and Safeguarding
February 2024	Yes	Hayley Morris, Team Manager Matt Stockdale – Team Manager Contact and Response Emmajane Hollands Head of Service CCS and Rise
June 2024	Yes	
May 2025	yes	