

Statement of Accountability:

Social Worker

Service Context

This role is located at Stepping Stone Trust's Sarona House, a 24-hour residential recovery-focused support service for people who experience significant mental distress. The service provides 24-hour support provided by appropriately qualified and trained, support workers and health professionals.

Role, Purpose and Scope of Role

With tangata whaiora, oversee the development and implementation of their recovery support plans. To coordinate and oversee the Sarona programme and aligning the programme to tangata whaiora recovery support plans. To network across the sector promoting integrated service delivery, assessing, and accessing other services and connection points relevant to the Sarona programme and tangata whaiora individual support plans. To carry a key worker case load. Co-facilitate monthly peer supervision.

Parameters of the role: Role does not include staff line management responsibilities beyond monthly peer supervision. Monthly co-facilitation with the Team Leader. Guide key worker input into each tangata whaiora's flow of placement including monthly supervision with the Team Leader.

Key Relationships

Accountable / Reports to

Sarona Team Leader

Key Result Areas

Programme Delivery

Key Responsibilities include:

Development and maintenance:

- Maintain a focus on the flow of placement components and identifiable team support focuses that align with tangata whaiora' individual rationale of placement and discharge aspirations.
- Flow through includes consideration of a mobile service delivery component (service delivery post residential contract as negotiated on a case-by-case basis with SMHS).
- Identifiable staff team focus concepts with other staff and tangata whaiora.
- Co-facilitate monthly team peer supervision sessions to aid effective communication and negotiation of the team's focus for each tangata whaiora.
- Oversee the provision of a holistic Sarona programme designed to meet the recovery support needs of the current tangata whaiora group.
- Foster and maintain relationships in the Community and across the Mental Health Sector, to provide links to people who can connect our tangata whaiora to resources to aid their dreams, aspirations, and discharge planning.

- Foster and maintain relationships with external contractors providing activities within the programme.

Oversight

- Manage Programme content and delivery.
- Manage the Programme budget.
- Undertake Recovery Star, and family/whanau inclusive tangata whaiora's meetings (3 monthly).
- Integrate the use of 23 Cedars St. 'flating experience' into flow of placement.
- Advocate for and foster a transition to a mobile support component of tangata whaiora support.

Action

- To provide Keyworker role to a negotiated number of tangata whaiora. (Negotiated in line-management supervision).
- To provide on-shift support to tangata whaiora as required and negotiated with staff team day-to-day.
- To work generally one weekend shift per fortnight, and flexibly as required at times of high need / staff shortages.
- To facilitate a portion of the Sarona programme groups as and if scheduled term by term.
- To meet regularly with sector partners for the purpose of maintaining collaborative working relationships.
- To participate in the Stepping Stone-wide on-call roster with other senior and clinical staff, participate in filling the SST on-call roster.
- To participate in regular external social work supervision and maintain Social Work Registration.
- To participate in regular line management supervision.

Working Environment and Physical Demands

Stepping Stone Trust aims to provide a safe workplace, where nobody is placed in an environment or asked to do anything which will result in physical or mental harm. Here are some of environments and potential hazards that might be encountered in this role.

*Those in **bold** represent the likely environments of this position*

Office	Residential facilities	Outdoors
Vehicle	Private home	Community

*Those in **bold** represent the likely hazards of this position*

PHYSICAL	BIOLOGICAL	TEMPERATURE
Hand and portable tools Mechanical handling Stacking and storage Transportation (car etc)	Insects Bacteria Animals (e.g. Rats)	Extremes of heat or cold Hot substances / products Fire hazard
Confined space / working at heights	CHEMICAL	PHYSIOLOGICAL (Possible catalysts for stress and / or fatigue)

Ventilation Working at heights in walkways and aisles Equipment guards Energy isolation Noise	Chemicals and other substances Mist and/or Dust Dangerous Goods	Times of increased intensity or duration of workload Organisational demands of work (e.g. 24-hour availability) Tight deadlines Provision of support to others during peak periods Shift work
	RADIATION	
	Infra –red, ultraviolet Microwave	
LIGHTING	VIBRATIONS	
Lighting levels	Vibrating platforms	
ERGONOMIC	POWER SYSTEMS	EMERGENCY RESPONSE
Manual handling Work station set-up	Electrical Hydraulic	Responsible for items to be secured e.g. earthquake Evacuation routes

*Those in **bold** represent the essential physical requirements of this position*

TYPE	FREQ.	TYPE	FREQ.	TYPE	FREQ.
Stooping	O	Sedentary – sitting	F	Lifting / manual handling	O
Pulling	O	Kneeling	O	Grasping	O
Crouching	O	Typing	F	Crawling	R
Talking	C	Reaching	O	Hearing	C
Standing	O	Repetitive hand motions	O	Fine finger motions	O
Walking	F	Pushing	O	Driving	F
Climbing	R	Other – please record:			

Note: **C** = Constantly: 67-100%; **F** = Frequently: 34 – 66%; **O** = Occasionally: 1 – 33%; **R** = Rarely: 0 – 1%

*Those in **bold** represent the visual requirements of this position*

Close vision	Distance vision	Colour vision
Ability to focus	No special vision requirements	

Person Specification:

Social Worker

Education and Qualifications

Hold a Social Work Qualification and Registration (or working toward registration)
Experience supporting people with significant mental distress and mental illness.

Technical or Professional Knowledge, Skills and Experience

Required

- Experience, knowledge and utility of networking
- Competent knowledge of office software systems e.g. Microsoft Office (Word, Excel, Power Point), E-mail, and exposure/awareness to Case Management systems, with the ability to support staff in these applications.

Desirable

- Confident using the Internet and web tools
- Attitude – Compassionate & Caring / Honest / Optimistic / Professional / Resilient / Flexible
- Tact / Discretion / Confidentiality
- Excellent ability to problem solve.
- Good health and fitness.

General Competencies (behaviours) and attributes

Alignment to Core Values

Alignment to the vision, mission and core values of SST

Leadership

Exhibits, facilitates & supports clinical leadership & decision making within service area, modelling best practice at all time. Supports & facilitates a team culture which is recovery focused and supports best practice. Leads/models healthy, respectful professional relationships.

Teamwork

Maintains healthy team relationships especially with respect to handling conflict; aware of differences in personalities and the importance of positive relationships to achieve outcomes. Participates fully in the consultative function of the Sarona Team. Assists their team to achieve service objectives. Provides a professional health service advice and input to the Sarona team.

Teachable

Desires to learn best practice; follows instruction

Communication

Develops rapport easily; addresses issues positively; competent in verbal and written communication; conflict/resolution processes are facilitated as needed. Leads by example, works collaboratively with staff modelling clear communication culture re. feedback & supervision. Makes sure timely and appropriate information is provided across services at all times.

Team Fit

Aligns with team's values and composition; aware of own strengths and how they affect other people in the team

Verification

We agreed that this Statement of Accountability accurately reflects the key responsibilities of the position at today's date.

Manager's Signature:

Manager's Name:

Date:

Employee's Signature:

Employee's Full Name:

Date:

This Statement of Accountability will be reviewed at least once a year during the course of the Performance Review Meetings. Any changes which need to be made will be signed off by the responsible Senior Management Team member, and People & Capability.