**Advanced Social Work Practitioner Adoption**

**Job Description**

**Job Purpose & Objectives**

Details

To help provide a high-quality adoption service for all of those affected by adoption in the Bournemouth, Dorset and Poole area. This includes prospective adopters, adoptive families, adopted children, adults and birth parents of children adopted or for whom adoption is the plan.

**Main Duties & Responsibilities**

Details

* To respond appropriately and in a timely way to enquiries from prospective adopters, and to follow up enquiries as directed by the Team Manager of the Aspire Adoption by running information evenings and/or home visits.
* To assess prospective adopters, providing them with appropriate training and support during the assessment process, in line with legislation, Government guidance, and Bournemouth Council policies and procedures.
* To link with children for whom adoption is the plan, and their social workers, to identify a suitable adoptive family with whom they can be matched & following through to placement & adoption order.
* Support in planning and facilitating training workshops and support groups for prospective adopters.
* To provide specialist advice to colleagues in other teams, and to liaise as appropriately with other agencies.
* To maintain essential records including statistical information as required by the RAA or for Government purposes.
* To keep up to date with all policies and procedures relating to Adoption and children’s services and to contribute to the planning, development and updating of those relating to adoption and permanence.
* To keep abreast of current developments in legislation, Government guidance and research relating to adoption and planning for permanence.
* To undertake all work to meet the requirements of legislation and guidance, including the requirements of the Adoption & Children Act 2002 & associated regulations, the Minimum Standards for Adoption Services, and in line with the RAA’s policies and procedures.
* To undertake any lesser or comparable duties as required by the Aspire Adoption Manager

**Requirements**

* Excellent communication skills are an essential part of the role, both written and verbal, with all service users and other professionals across agencies both internally and externally of the RA
* Ability to work in a multi-agency setting
* A high standard of recording and written work is required in the role, and an ability to analyse as well as collect information.
* the ability to counsel, negotiate and mediate, and a high regard for confidentiality are all essential to the role.