



Department of

**Health, Social Services
and Public Safety**

An Roinn

**Sláinte, Seirbhísí Sóisialta
agus Sábháilteachta Poiblí**

www.dhsspsni.gov.uk

SOCIAL CARE ASSISTANT



“ Interesting, rewarding,
each day different,
working in a multi-
disciplinary setting,
involves assessing
patients for safe and
effective discharge. ”

THE HEALTH & SOCIAL CARE TEAM NEEDS YOU

SOCIAL CARE ASSISTANT

Social work assistants work in a supporting role with social workers in hospital and community settings. Assistants work on a variety of social work tasks under the supervision of a qualified social worker, sometimes liaising with other care and health professionals. Social work assistants work with a diverse range of clients including children, the elderly and people with mental health problems.

Job titles vary and include social service assistant, community care support worker, home care officer, family support worker and dementia support worker. The nature of the job varies according to the setting, but typical work activities are likely to include: advising clients about available resources; participating in multidisciplinary teams and meetings; setting up appointments; following up enquiries; carrying out reviews; liaising with service users, relatives and colleagues; visiting clients at home (community setting); assessing clients' needs and organising post-discharge domestic or personal care (hospital setting); keeping abreast of changes in legislation; writing up reports; keeping and updating patient records.

Skills Required:

Candidates need to be committed, patient, flexible and capable of coping with traumatic situations. It is also essential to possess excellent teamworking, interpersonal, communication, decision-making and organisational skills.

Entry and Training:

Applicants must be over 18 years old. No formal academic qualifications are required. However it is desirable to have an NVQ in Care or Management or a Diploma in Domiciliary Care Management or a Certificate/Diploma in management studies. Previous relevant experience is essential eg. working with children, elderly, disabled or other relevant groups. Social Work Assistants are usually trained on-the-job by working along with experienced staff. NVQ training in Care at level 2, 3 or 4 is available, supported and encouraged within the workforce.

Career Pathway:

Social Work Assistants are employed by local social services departments, the voluntary sector and by private organisations. Experience in this work would be excellent preparation for people who wished to become Social Workers.

How to Apply:

Directly to Trusts in response to job recruitment adverts in the local press, on the Belfast Telegraph website and through Job Centres.

Web Links:

Northern Ireland Social Care Council - www.niscc.info

British Association of Social Workers (BASW) www.basw.co.uk

Belfast Telegraph – www.belfasttelegraph.co.uk

Job Centre Online – www.jobcentreonline.com

Contact address for further copies

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