



# **FREELANCE FORM F ASSESSOR**

## **Job description**

### **1. Job purpose**

To complete and manage BAAF Form F assessments on prospective carers through to panel.

### **2. Principal duties and responsibilities**

1. To complete full Form F assessments to a competent and high quality standard.
2. Prepare and present reports to panel.
3. Provide advice and guidance to potential foster carers.
4. Arrange and attend visits with applicants, referees, children and other family members as required.
5. To apply professional knowledge of relevant legislation and policies to practice.
6. To ensure that records and user information is accurate, up to date, secure and maintained, using information technology in accordance with agreed data entry systems and Data Protection Act.
7. To manage own workload effectively, maintaining appropriate records and preparing and submitting reports as required within agreed timescales.
8. To work proactively to promote good relationships with other professionals and agencies.
9. To demonstrate commitment and sensitivity to ensuring equality of opportunity.
10. To undertake further training and development as necessary in order to enhance practice.

# FREELANCE FORM F ASSESSOR

## Person Specification

- Professional Social Worker Qualification (CQSW, CSS, Dip SW), and registered Social Worker with the HCPC
- Enhanced DBS check is required
- Experience of producing BAAF Form F reports to National minimum standards.
- Direct experiences of creating assessment reports.
- Ability to provide training and support to foster carers, and to have knowledge of TSD standards
- Ability to work with individuals and families to assess their ability to parent someone else's child
- Able to give effective evidence regarding the assessment process and outcomes verbally and in writing.
- Ability to form positive working relationship and work co-operatively with other professionals
- Ability to work independently, to targets and timescales and under pressure.
- Able to provide a service to diverse range of people to promote good relations and equality.