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**BRITISH ASSOCIATION OF SOCIAL WORKERS**

**ROLE DESCRIPTION – ELECTED DIRECTOR**

**Key accountability:** To the membership, to Council, the Association and to the social work profession

**Key responsibilities:** To be a Director of the Association and to represent the interests of the membership on BASW Council.

**Main responsibilities**

1. To be a Director of BASW – member of Council
2. To attend BASW Council meetings and development days (about 6 days per year) and other occasional necessary meetings. All meetings can be accessed remotely. Some meetings will have face to face options whenever possible.
3. To consider making further contribution to the Association through involvement in other committees, sub-committees, working groups and Council Away Days as agreed with peer Council members and the BASW Chair.
4. To act as media spokesperson from time to time.
5. To represent the Association at internal and external meetings from time to time.
6. To present at conferences and events (within BASW and externally) from time to time.
7. Any other duties appropriate to a Director of BASW as required.

**Person requirements**

1. Experience in a relevant field of practice or other role within the social work profession.
2. Ability and commitment to contribute to the decision making and professional considerations required of Council members, on behalf of the membership as a whole.
3. Willingness and ability to commit the time required to be an Elected Member: Four full day Council meetings, two Away Days and occasional additional meetings or teleconferences.
4. Ability to absorb complex information and make a full, reasoned contribution to Council.
5. Ability and commitment to contribute to the collective leadership of BASW as a Director.
6. Ability to promote the social work profession and BASW through a variety of means and forums, including representing the Association at events when required.
7. An ability to understand the non-executive role of a BASW Director and how this relates to BASW staff and the fulfilment of annual business and delivery plans within defined budgets.
8. A member with a social work qualification, in good standing in the association.

**Appointment & Term of Office**

Elected directors are elected by the whole membership and will take office from the conclusion of the AGM following the date of their successful election. They hold office until the conclusion of the 2nd AGM following the one at which they took office. They can be re-elected for a further 2-year term of office (to a maximum of 4 consecutive years in total).

The role is non-executive, i.e. it is a lead member not a staff role. The post-holder acts in accordance with the Code of Ethics, policies and procedures of the Association.

This is not a remunerated role, but the post holder will receive payment for attendance at Council meetings (in person or by teleconference) in addition to claiming expenses and may be funded to attend and be involved in a variety of professional activities on behalf of the association from time to time.

**Eligibility**

Candidates must have been Members of the Association for a minimum of 1 year continuously up to the deadline for receipt of nominations and must be in good standing in the Association.

BASW is a company limited by guarantee and all candidates must be eligible to stand as company directors. Former staff are not eligible to stand for election to any Council role until at least two years have elapsed from the date of leaving the association up to and including the closing date for nominations.

All nominations are considered by a Nominations Committee of Council members who will consider whether the eligibility and person requirements are met.

November 2023