



The professional association for
social work and social workers

SCOTTISH ASSOCIATION OF SOCIAL WORK

Committee Member Job Description

1. To be responsible to the SASW National Standing Committee.
2. To liaise with members and represent views of SASW members.
3. To actively participate in all Committee meetings and support the development and implementation of the SASW Development Plan.
4. To be the named contact for other professional forum/task and finish groups.
5. Promote equality and diversity in the membership, management and activities of the Association.
6. Promote the profession of social work in Scotland.
7. Contribute to consultations, national and local policy forums and take a lead for designated work as agreed by Committee.
8. To support the recruitment and retention of members.
9. To promote and encourage the engagement of members in designated activities.

Appointment

Committee members will be co-opted or elected by the membership in accordance with the Association's Memorandum and Articles, the role is non-executive. The Committee member will be expected to act in accordance with the policies and procedures of the Association.

Main duties to the SASW Committee

1. To regularly attend and participate in Committee meetings.
2. To share professional knowledge skills and expertise with Committee members.
3. To undertake designated tasks on behalf of the Committee as and when required.

4. To contribute shape and influence the SASW Development Plan in partnership with the Chair, Vice Chairs, SASW National Director and staff.
5. To contribute to the co-ordination of the strategic direction of the activity of the Committee within the overall policy framework of sasw/ BASW.
6. To represent the Committee at key national and local conferences and events as and when required.
7. To promote and encourage engagement of members in national and local events, World Social Work Day, SASW AGM and other events as required.
8. To mentor and support new committee members as required.

Job Requirements

1. To actively promote the social work profession.
2. Effective communicator, good presentation skills and willingness to actively participate in meetings and events.
3. Specialist knowledge in a particular field of social work, education or training, financial/business management or policy development.
4. Can commit to attend the Committee meetings and support the work of the Association.
5. To ensure an appropriate balance between continuity and innovation in the operation of the Association's business.

14/01/2020