

Grade E £42,089 -  
£60,328

# BRITISH ASSOCIATION OF SOCIAL WORKERS

**Professional Officer**  
**BASW Cymru**



DATE

Dec-24

POST TITLE:

**SUMMARY OF JOB:** To actively recruit and retain members, lead and support BASW Cymru and influence social work policy, professional practice and social work education in the field of mental health, children and family and adult services. To implement BASW's 2025 Vision and Nation specific business plans. To influence, develop and support BASW Cymru policy, research activities and respond to national and local consultations by working in collaboration with staff, members, Cymru National Standing Committee (NSC), partner organisations and other teams across the association. To represent and promote BASW Cymru and BASW, working closely with key stakeholders. To undertake other PO duties as specified in the job description and co-ordinate BASW's activities across Wales as required.

BASW is an equal opportunities employer. Employees must have a positive commitment to the implementation of equal opportunities policies.

ATTRIBUTES	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
Experience	<p>Social Work experience in children's and/or adult services the UK</p> <p>Relevant experience of leading on consultation responses including quality performance analysis work</p> <p>Experience of managing/delivering projects</p> <p>Strategic and operational practice, practice and policy development</p> <p>Evidence of strong analytical skills, including the ability to analyse problems and identify creative, realistic solutions</p> <p>Experience of working under pressure, managing competing priorities and meeting tight deadlines</p> <p>Experience of working with, and influencing, internal and external senior stakeholders at a national and /or regional level</p>	Practice experience in a range of social services settings	Application form/Interview

	<p>Able to demonstrate the use of tact and diplomacy in a politically sensitive environment</p> <p>Ability to engage with members to facilitate learning &amp; development, promote recruitment and retention strategies and adjust approach if necessary</p> <p>Experience of workforce issues, workforce development and professional development,</p> <p>Experience of effectively and professionally representing and promoting an organisation.</p> <p>Accurate preparation of reports and giving presentations</p>		
<b>Qualifications:</b>	Social Work Qualification - registered social worker	Higher social work qualification, registration with SCW	Application form/interview documentation
<b>Training:</b>	Evidence of active engagement with continuous professional development		Application form/Interview
<b>Skills/Specialist Knowledge:</b>	<p>Sound understanding of complex social work reform and policy areas and an ability to source accurate information in a timely manner</p> <p>Excellent communicator with an ability to deal effectively with people and partners at all levels</p> <p>A commitment to equality and diversity</p> <p>Excellent written and oral presentation skills</p> <p>Excellent ICT skills - MS Teams, Outlook, Word and webinar platforms</p>		Application form/Interview

	<p>Policy, research and consultation implementation</p> <p>Must be able to plan and prioritise changing workloads</p> <p>Maintain confidentiality in all matters relating to BASW</p> <p>Able to build effective working relationships with members and a variety of external stakeholders</p> <p>Willingness to travel extensively and occasional overnight away meetings</p>		
<b>Circumstances:</b>	Self motivated and able to determine and organise own work schedule	Valid driving license	Interview
<b>Disposition/Attitude:</b>	<p>Able to work successfully under pressure to meet deadlines &amp; targets</p> <p>Creativity and ability to work on own initiative and lead on defined areas of work</p> <p>Ability to think strategically</p> <p>Personal commitment to BASW Code of Ethics and highest standards of social work practice and integrity</p> <p>Flexible approach to working hours, travel and priorities</p>	Is a reliable and effective point of reference in complex policy areas and/or able to source accurate information in a timely manner	Application form/Interview
<b>Physical:</b>			