



Professional Officer - BASW Cymru

Responsible to: National Director

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.

Responsible for: Other staff as required.

1. Key functions:

1. To organise and take part in member recruitment drives, including visits to universities and to statutory, voluntary and independent agencies and to make presentations and attend, speak at and promote BASW services at conferences and events attended by social workers and students of social work.
2. To formulate and be involved in the delivery of recruitment and retention initiatives with BASW membership and other teams across the Association.
3. To develop and support Nation activity and be the designated Professional Officer lead for membership groups including Thematic Groups, Special Interest Groups, Practice specific workshops, BASW Cymru sub-groups, policy development, campaigns and other initiatives.
4. To initiate, contribute to and support the co-ordination of BASW Cymru events.
5. To lead and initiate stakeholder engagement activities and develop an evidence base that can be included in consultation responses and submissions to Select Committees and APPGs, key stakeholders and national and regional strategic and operational forums.
6. To work in close collaboration with colleagues, NSC, members, Parliamentary Officer, Campaigns Officer, Marketing and IT and other teams across the association

in the development of policy and position statements and in the delivery of current initiatives.

7. To provide information, guidance, support and direction to the Cymru National Standing Committee (NSC), sub committees, groups and membership groups as and when required. In person attendance will be required for some meetings and events taking place across Wales.

8. To work with experts by experience, and other stakeholders and partners to identify key professional issues in social work practice and take a lead in research, preparing appropriate responses, policy documents, practice guidance, discussion papers and other materials.

9. To initiate and lead on focused campaigns for BASW Cymru in liaison with campaign staff

10. To be a member of the national BASW Cymru Team in offering a range of services to members and to work autonomously.

11. To keep up to date on social work issues and developments and provide BASW members and others who make enquiries with advice, information and support.

12. To be the key lead in membership lead initiatives and enquires to ensure members are supported and engaged.

13. To facilitate and support the work and development of other BASW staff performing development or administrative roles.

14. To facilitate member engagement, discussion and policy development across BASW Cymru, underpinned by anti-racism, anti-discriminatory practice, and focussing on human rights and ethical practice.

15. To develop links with other member associations in Wales including the exchange of policy and practice developments.

16. To ensure that identified activities are efficiently managed within the available budget and that opportunities for BASW are maximised.

17. To work as part of the wider BASW staff team, attending meetings and events and be prepared to travel across the nation as and when required.

18. To undertake additional duties as required by the National Director and Chief Executive.

2. Representing BASW

To raise the profile of BASW and BASW Cymru, the unique identity of social work as a profession and social work policy and practice issues by: -

1. Working with the National Director and Cymru Committee to develop effective lobbying, strategies and work with opinion formers to influence policy and social work practice
2. Direct contact with BASW members, staff, strategic groups, key stakeholders including the Welsh Government, partnership forums at a national, regional and local level.
3. Working with BASW's Press, Marketing and Communications Team to contribute to press releases, articles, editorials as required and to represent BASW Cymru and BASW in the media.
4. Communicating through Professional Social Work (PSW) magazine, BASW Cymru e-bulletin, BASW website, blogs and other social media outlets.
5. To establish and sustain links with other organisations, associations, policy and campaigning groups.

3. Other

1. To undertake additional duties in support of the Chief Executive and National Director as required.