



**The professional association for
social work and social workers**

**PROFESSIONAL OFFICER or ADULTS' LEAD (SCOTLAND)
35 hours per week**

Responsible to: National Director

Summary of job: To support the Scottish Association of Social Work (SASW) with their work in adults services, in particular, the emerging National Care Service Programme. To contribute to other ongoing SASW work and engagement with members for the benefit of members, the profession, people who use social work services and other stakeholders. To support develop and co-ordinate BASW's activities in Scotland. To support the National Director and Scotland Committee in delivering the SASW Strategic Plan and meeting BASW's Strategic Objectives.

Key roles:

1. National Care Service - Scotland

1. To support the work of SASW on issues affecting social work in primarily adults' service including the emerging National Care Service Programme in Scotland.
2. Work with our Communications and Policy Officer to deliver a coherent stakeholder engagement plan, collating and analysing the views of members and other key stakeholders to inform and develop our position.
3. Represent SASW at national level meetings related to adults' services
4. Deliver related membership events as part of the SASW events plan.
5. Work with the National Director to influence, inform and appraise the Scottish Government's Adult Social Care Programme to ensure an effective position for the social work profession within new structures and legislation.
6. Liaise with key stakeholder organisations on SASW's behalf.
7. Ensure the voices of people with experience of using social work service inform our position through our engagement planning.
8. Support our role in any Cross Party Group for Social Work (not established yet)
9. Assist with consultations that affect adult social work in Scotland and the rights of people using our services.

10. To form part of the Scotland 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 liaise and work with BASW UK staff and other functional and geographical areas of BASW.

2. Representing BASW

To raise the profile of social work as a profession and of social work issues by:

1. Working with the National Director and Scotland Committee to develop effective lobbying strategies and work with opinion-formers through direct approaches or involvement in reference groups, working parties, etc.
2. Working with BASW UK's Communications Team to write press releases, articles, editorials, etc, to brief journalists and undertake press, TV and radio interviews and to formulate public responses to social work issues.
3. Communicating through PSW, SASW's e-bulletin and social media, BASW website, blogs and other outlets information for BASW members, non-members and the public.
4. To establish and sustain links with other organisations, associations and campaigning groups.
5. To take part in campaigning activity.

3. Member Engagement and Recruitment

1. To organise and take part in member recruitment drives, including visits to universities and to statutory and independent agencies.
2. To develop and give presentations and co-ordinate a SASW/BASW presence at conferences and events attended by social workers.
3. To formulate and be involved in the delivery of recruitment initiatives with BASW Membership and others.
4. To develop, maintain contact and work with established BASW groups eg communities of practice, reference groups and forums and wider membership to involve them in activities, policy development and other initiatives.
5. To co-ordinate parts of SASW's programme of seminars, conferences and events.

4. Other

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