

STRATEGIC PLAN 2009 – 2013 –

PROGRESS REPORT

Vision:

- 1. A High Level of Awareness, Value, Identity and Engagement Exists in the Social Work Profession of AASW and AASW-NQ.**
- 2. AASW-NQ Branch Offers Quality, Regular Training and Continuing Professional Education (CPE) Opportunities.**
- 3. AASW-NQ Branch has a Voice in Social/Practice Issues (at local, state and federal levels, especially relating to rural/remote/regional communities).**
- 4. AASW-NQ Branch Strengthen its Governance Framework and Becomes a More Cohesive Branch.**

Vision 1: A High Level of Awareness, Value, Identity and Engagement Exists in the Social Work Professional of AASW and AASW-NW – Berni, Stephanie & Russ.

Strategies		Operational	When	Actions
1.1.	Attract, retain and increase AASW and NQ branch membership.	a) Employ a Social Work project officer to: consult with members and canvas non-members in collaboration with the AASW national; conduct research on the proportion of members/ non members and the rationale for membership /non-membership.		
1.2.	Increase the professions awareness of our presence, purpose and activities (Promote the AASW and its responsiveness to members).	b) Develop a Branch communication strategy including, newsletter, email links, media, annual calendar of events.	May 2009	2009 annual calendar of committee meetings developed.
			Dec 2009	2010 annual calendar of committee meetings developed.
			Aug 2009	Townsville Social Work Network launch (breakfast).
			Dec 2009	Townsville Social Work Network .
			Jan 2010	Article in AASW Bulletin - "Ethics forum success in North Queensland".
			Jan 2010	Branch quarterly Newsletter developed and circulated to members.
			Jan 2010	AASW Branch website updated.
1.3.	Improve Communication across Branch, State and National levels.	c) Promote the AASW/NQ to students in each year, including: <ul style="list-style-type: none"> • Consultation with University staff. • Orientation Day presence of AASW-NQ. • Member to present overview of AASW. • 4th year student's morning tea welcome. • Student scholarship promoted to students. • Promote AASW student prize. 	July 2009	Townsville – JCU student scholarship presentations.
			Aug 2009	Presentation on AASW given to 4 th Yr students at Townsville and Mackay?
			Oct 2009	Mackay - JCU student scholarship presentations. ? Cairns
			d) Conduct Branch visits to meet, greet and discuss branch matters.	

Strategies	Operational	When	Actions
	e) Develop NQ Branch 'Welcome Pack' for new members.		
	f) One NQ branch committee member contacts new branch members to introduce/orient them to the Branch.	Jan 2010	Townsville – meeting with 1 new member.
	g) Develop a clearly articulated brochure on advantages of being an AASW member and include in information pack.		
	h) Conduct activities to celebrate World Social Work day.	March 2010	Celebrations conducted in Mackay and Townsville.
		March 2010	Collaborative approach adopted with Branch committee facilitating meetings with Townsville Hospital, Institute of Mental Health and, James Cook University. Celebrations conducted in Mackay, Townsville and Cairns with guest speaker Ross Daniels.
	i) Acknowledgement of membership years (5/10/15/20); include letter from Branch, interview in newsletter etc.		
	j) Develop a questionnaire and conduct exit interviews.		
1.4 Connect with and provide support to social workers in rural and remote communities.	a) Develop list of NQ members to assist in networking.	Oct 2009	Connections made with Mt Isa social work network.
		Dec 2009	Email contact made with Tully/Innisfail social work network.
	b) Implement actions above to ensure this strategy is achieved.	Nov 2009	AASW membership database access reviewed. Consultation with AASW National re Committee members having access. Branch President's to have access 2010.
1.5 Strengthen and improve supervision/ mentoring/ support systems for members.	a) Explore and document past supervision practices in NQ.		
	b) Develop and distribute a list of available supervisors /mentors (considering privacy issues).		

Strategies		Operational	When	Actions
1.6	Support and strengthen national registration of the social work profession.	a) Participate in and support national registration network meetings.	Jan 2010	President connects with Queensland President for update on national registration process.

Vision 2: AASW-NQ Branch has a Voice in Social/Practice Issues (at local, state and federal levels, especially relating to rural/remote/regional communities) AASW-NQ Branch Offers Quality, Regular Training and Continuing Professional Education (CPE) Opportunities - Russ, Marci & Nancy.

2.1.	Quality training/CPE activities are delivered in the NQ Branch.	a) Employ a Project officer to focus on NQ and: <ul style="list-style-type: none"> • Survey social workers in NQ to establish training/CPE needs for baseline information/data. • Identify current training offered by various providers. • Develop future options for training (incl. course, costs, locations, etc). • Develop annual schedule training/CPE Activities. 	April 2009	'Strengths Based Practice' - workshops conducted in Mackay, Townsville and Cairns (low attendance).
2.2.	Improve access and provide timely promotion of CPE activities across Cairns, Townsville and Mackay Districts.	b) CPE activities to include: <ul style="list-style-type: none"> • Costs of courses (aligned with budget). • Examine subsidised member and student rates. • Develop criteria for subsidised member/student rates. • CPE events appellated. • CPE scholarships for members explored. • Obtain feedback of scholarships via a video link and newsletter article. 	July 2009	Ethics Forum conducted in North Qld. Branch Committee organised videoconference facilities in collaboration with Qld Health. High participation level across 5 geographic areas.
2.3.	Partnerships are formed to strengthen	c) Partnerships with other Stakeholders include Northern Territory, AASW and Universities etc: <ul style="list-style-type: none"> • Scholarships developed. 		

<p>collaboration and support for AASW/AASW-NQ.</p>	<ul style="list-style-type: none"> • Promote training/CPE activities via Newsletter. • Schedule of CPE /calendar of events developed. • Integration - following training/CPE workshops linking into peer support/social work/study groups. 		
<p>2.4 Access to training is strengthened and improved.</p>	<ol style="list-style-type: none"> a) In collaboration with AASW National, conduct a 'Training Needs Analysis 'of members/non members including identifying members/non-members special interest areas. b) Report Needs Analysis findings to NQ Committee. c) Action 'Needs Analysis 'recommendations. d) Identify, assess and report to Branch Committee on subsidising training and technology improvements for remote members, e.g., webcam to improve communication (incl. guidelines, systems, reporting, costs). d) Report on progress of member's engagement/interest in training through reports on level of expressed interest and attendance at training initiatives provided. e) Collaborate with Qld Branch in organising and participating in the Qld / Nth Qld Conference. 		
<p>2.5 Promote ethics education, advancement and ethical practice.</p>	<ol style="list-style-type: none"> a) Members to engage in discussion and education in ethical issues through it's' relationship with the National Ethic Group (NEG). b) Form a Branch Ethics Group (BEG) - to be co-ordinated and maintained by the BEG convenor. c) Via the BEG: <ol style="list-style-type: none"> i) Provide advice, education and promote discussions of general ethical matters in the 	<p>Dec 2009</p>	<p>Development of the Branch Ethics Committee (BEG).</p>

	<p>branch.</p> <p>ii) Give representation on the National Ethics Group (NEG) via the BEG convenor.</p> <p>iii) Assist with ethics education, training and policy development at National and Branch levels through the relationship with the NEG.</p>		
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Vision 3: AASW-NQ Branch has a Voice in Social/Practice Issues (at local, state and federal levels, especially relating to rural/remote/regional communities) – Russ, Marci & Nancy.

Strategies	Operational	When	Actions
<p>3.1 A special interest group established for rural/remote practitioners; Reference group/sub-committee to be developed to contribute to position papers and brainstorm issues/priorities for NQ. Group can report back to branch for endorsement. Consider having 2 – one for social issues and one for practice issues.</p>	<ul style="list-style-type: none"> a) Employ project worker to develop specific position papers/statements as required. b) Budget for project worker positions. c) Develop terms of reference. d) Set dates for quarterly forums. e) Make contact with NT Branch to commence discussion regarding rural/remote issues. f) Identify existing groups in Cairns, Mackay and Townsville that are involved in practice and social issues. g) Identify relevant media personnel in local communities to promote the AASW (refer above Communication Strategy). h) Contact AASW national to identify policies and procedures currently in place regarding expressing a view on behalf of NQ branch or AASW members. Develop partnerships with government/non government and private interest groups. i) Develop partnerships with government/non government and private interest groups. 		
<p>3.2 Quarterly forums to be organised/facilitated for members to come together to discuss issues.</p>			

<p>3.3 Position papers/ statements to be developed (possible areas include 457 visas, disaster response, impact of global financial situation on NQ region).</p>			
<p>3.4 Link in with existing groups in Cairns, Mackay and Townsville.</p>			
<p>3.5 Prioritise what are discreetly social work and/or NQ issues.</p>			
<p>3.6 Establish links with local media in Cairns, Mackay and Townsville.</p>			
<p>3.7 Liaise with national office to develop knowledge/awareness of policy and procedures relating to promoting views of AASW.</p>			

Vision 4: AASW-NQ Branch Strengthens its Governance Framework and Becomes a More Cohesive Branch - Susan & Helen.

Strategies	Operational	When	Actions
<p>4.1 Improve the structure, framework and functioning of the NQ Committee.</p>	<p>a) NQ Branch Committee members identify strengths and areas for improvement in functioning – Committee Paper written and discussed.</p> <p>b) NQ Branch Committee members attend training on Board management, structures and processes.</p> <p>c) Develop Terms of Reference for NQ Branch Committee (including structure, objectives, media, confidentiality, etc).</p> <p>d) Establish a working group to develop a model and structure of Portfolios/ Special Interest Groups to complete tasks/increase skills in various areas¹.</p> <p>e) Ensure forward planning occurs through the development of a NQ strategic plan.</p> <p>f) Conduct an annual review the Committee and NQ strategic plan.</p> <p>g) Develop a succession plan.</p>	Feb-Oct 2009	<p>Committee face to face meeting and planning day.</p> <p>Draft strategic plan developed.</p> <p>Committee turn-over/ongoing discussions about strategic plan.</p>
		Nov 2009	<p>Consultation with members re strategic plan.</p>
		Sept 2009	<p>Annual General meeting conducted.</p> <p>Newly formed committee ratified.</p>
		Oct 2009	<p>Newly appointed administrative officer.</p>
		Oct 2009	<p>President and Townsville member consultations with JCU accreditation consultant.</p>
		Nov 2009	<p>Committee second annual face to face meeting, planning day with new committee.</p>
		Nov 2009	<p>President attended Presidents/Board/CEO annual, face to face meeting – Melbourne.</p>
		Sept-Nov 2009	<p>Participation in Qld/North Qld Conference Committee.</p>
		Jan 2009	<p>Strategic Plan ratified by Committee.</p>
Feb 2010	<p>Strategic plan progress report template developed.</p> <p>Draft guidelines developed for travel/reimbursements.</p>		
<p>4.2 Develop skills in branch Committee management, structures and processes to build</p>		<p>October 2009</p>	<p>Committee agrees to all members attending monthly meetings via teleconference and meetings to be chaired in line with standard formal meeting procedures to establish reasonable timeframes for meetings and, for business to be conducted to ensure strategic objectives are met.</p>

¹ Note: All Committee members are responsible for the successful outcome of this strategic plan. However, ‘Portfolios’ refers to primary coordination and responsibility of tasks being allocated to Portfolios with an individual(s) leading the strategies and actions to ensure tasks are completed. ‘Special Interest Groups’ could be based on (and link into) the AASW National model and include NQ based interests.

Strategies	Operational	When	Actions
confidence and attract region-wide membership and participation.			
4.3 Improve and formalise branch Committee processes e.g., strong attendance at meetings, demonstrated commitment by sharing tasks and completing actions.		November 2009	Branch Committee ratified portfolio responsibility as per strategic plan.
4.4 Financial reporting and accountability structures are strengthened and improved.	a) Financial education for NQ committee including: <ul style="list-style-type: none"> • Budgeting • Delegations and Legal responsibilities • Financial reporting and accountability • Accrual accounting • Language (i.e. 'financial speak') • Statement of earnings and expenditure. b) Financial guidelines developed in collaboration with AASW. c) Financial reporting to be a standing agenda item at NQ branch committee meetings.	Sept-ongoing 2010	Statement of earnings and financial matters (e.g., cheques ratified) at Branch Committee meetings.
		Nov 2009	Branch President attended face to face meeting in Melbourne with Board. Presentation from newly appointed finance manager provided on financial terms, accrual accounting, financial reporting and accountability. Advised by AASW national that financial reporting and guidelines are being developed. Templates for expense reimbursement received from finance manager.
		Jan 2010	Draft budget completed with President and administrative support. Awaiting advice from AASW national re statement of earnings and budget detail.

Strategies	Operational	When	Actions
4.5 The NQ Branch Committee demonstrates the connection and commitment to the AASW National.	a) Director reports regularly to NQ branch committee on key issues. b) At least 2 opportunities are developed annually that demonstrate NQ Branch linkages with the AASW Board e.g., position statements/ strategic plan, AASW board minutes on the website are accessed and discussed at monthly meetings; linkages made through, replication/ promotion of AASW National, regionally; ongoing support of and feedback on North Queensland activities to the Director on the AASW National Board. c) Support continuation of AASW Board face to face meetings.	Nov 2009	Face to face meeting with newly appointed Director, Robyne Mason.
		Jan 2010	Telephone meeting with Director and Branch President to establish working relationship.
		Nov 2009	President attended Presidents/Board/CEO annual, face to face meeting – Melbourne.
4.6 Encourage sharing of knowledge, skills, and experience nationally and regionally.	a) Develop a register of NQ social workers who have published and/or facilitated workshops - and advertise this to support and encourage them/others to share their knowledge, skills and experience nationally and regionally. b) Encourage and seek at least 3 opportunities for members to participate in NQ branch projects.		
		Jan 2010	Refer 2.5 above.