

Branch Management Committee Member Role Statement

Term of Office:	2 years
Commitment:	Approx 5–10 hrs per month
Accountable to:	Elected by and accountable to Branch members

The Australian Association of Social Workers (AASW) is a public company limited by guarantee.

The Constitution is the key governance document for the company. The constitution establishes a Board of Directors to determine the strategic direction of the company and manage the business to ensure responsible management and compliance with external accountabilities such as the *Corporations Act 2001* and ASIC requirements. Governance documents such as the Board Charter describe the AASW's commitment to effective corporate governance.

The Company's Constitution defines Branches and together with the Bylaws outlines responsibilities of Branch Management Committees.

Branch Management Committee Members work collaboratively with the Branch President to:

1. Participate in the development of strategic direction for the Branch, in accordance with the aims and objectives stated in the AASW Constitution, Code of Ethics and Strategic Plan.
2. Support the Branch's operations through regular attendance at and active contribution to Management Committee meetings and related activities.
3. Plan and support the implementation of a range of strategic initiatives and member activities to promote the Association and respond to member needs.
4. Support activities such as Practice Groups; Continuing Professional Development and Student engagement to reach and engage with members in metropolitan and rural settings and attract non members.
5. Plan and support Branch operations and members' services to ensure relevance and effectiveness of activities.
6. Uphold confidentiality of AASW activities and undertakings.
7. Ensure compliance with AASW policies and procedures.

Related documents:

AASW Governance Charter
Conflicts of Interest Policy (Officeholder) and Declaration
Code of Ethics 2010
Statement of Conduct of Members
Out of Pocket Expenses Policy and Procedure