

**National Association of Social Workers
Oregon Chapter**

Regional Representative

Regional Representatives serve as members of the NASW Oregon Chapter Board of Directors. They attend all meetings of the board of directors, have voting privileges and fully participate in the decision making process. Regional representatives work with the national NASW, chapter officers, board and chapter members, chapter staff and pertinent outside entities to fulfill his or her responsibilities and the mission of the chapter.

Term

Elected for a two-year term that runs July 1 through June 30.

Responsibilities

1. Assesses interest and needs of NASW members and potential members in their part of the state. Communicates member interests, needs, and concerns to chapter executive director and other board members in a timely fashion.
2. Arranges regional meetings and ensures CEU offerings at least 3 times/year, offering at least six CEUs each calendar year in the region.
3. Ensures timely notice (at least 6 weeks in advance) of all regional meetings by allowing chapter office adequate time to have regional meeting notices printed and mailed to all NASW members and, as appropriate, non-NASW members in the respective region.
4. In a timely manner, welcomes all new NASW members with a personal contact, using report supplied by chapter staff.
5. Recruits new members to NASW by informing potential members of membership benefits.
6. Coordinates resolution of membership problems with chapter office staff.
7. Assists with arrangements for any NASW state-level sponsored workshops in their geographical area.
8. Submits articles on regional activities for each quarterly chapter newsletter.
9. Helps follow-up with members who have allowed their membership to lapse for more than 60 days, using report and guidelines supplied by chapter staff.
10. Encourages participation in NASW sponsored activities by members from their region of the state.
11. Attends all board meetings, annual retreat, and is involved on a chapter committee, task force or network.
12. Orients incoming regional representative to ensure a smooth transition.

Qualifications

- Membership in NASW Oregon.
- Knowledge of and commitment to NASW and the chapter.
- Interest in/evidence of active involvement and leadership in chapter activities.
- Availability to fulfill the duties of the position.

Time Commitment

- Approximately 4 – 6 hours monthly
- Up to an average of 10 hours per week during board meeting and annual retreat