

LEADERSHIP GUIDE

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Special points of interest:

- There are nine Regions named A, B, C, D, E, F, G, H and I.
- Regions are defined by Zip Code but all but Los Angeles can be defined by counties
- Region D is the largest geographically ranging from the Oregon border to Bakersfield and has the most members
- CA Delegation to Delegate Assembly is the largest at 15 delegates
- NASW California is the largest state chapter with 11,000 members
- NASW was established in 1955

REGIONS

The state is divided into nine regions for governance, program and administrative purposes.

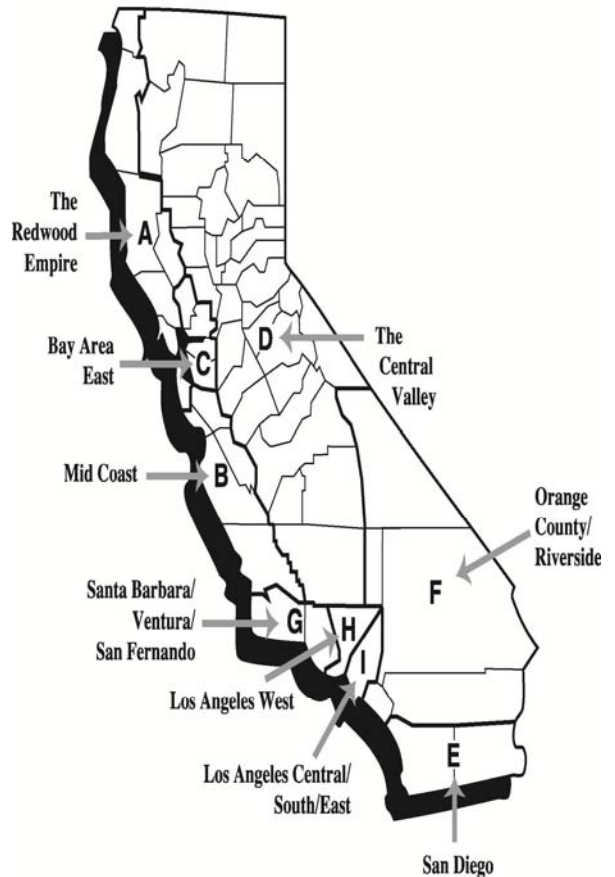
In smaller regions, regional leadership organize and conduct NASW activities for the whole region. In larger regions, “local units” conduct NASW activities.

UNITS

Local units are members who are locally elected to conduct NASW activities on a city, county and/or metropolitan area basis.

Units become active and inactive depending on the interests of local members.

THE NINE



Region/Unit Activities

Regions/Units conduct NASW programming including regular meetings, CE workshops, March social work month activities.

Regular meetings range from monthly to quarterly and can be in person or by teleconference. These meetings are usually for planning the year’s activities including budgeting.

CE workshops allow members to gain CEUs at low cost and locally. The Chapter has a regional guide on planning these events and providing approved CEUs.

March Social Work activities are celebratory and can involve received resolutions from local elected officials, special lunches and dinners. Regional and unit Social Worker of the Year,

Lifetime Achievement and Public Citizen of the Year awards are presented at these events.

Regions/units support the Chapter’s **Annual Legislative Lobby Days** by providing funds to students and universities in their region.

Regions/Units can support **local causes, universities and agencies/charities.**

Annual Meeting Calendar

June

Annual Leadership Retreat

October

Annual State Conference and
Board Meeting

January

Board Meeting

March

Annual Legislative Lobby Days
and Board meeting Sacramento

Serving on the Board of Directors

The California Chapter is governed by an elected Board of Directors.

The Board has responsibility overseeing for Chapter's mission and purpose. This includes policy, budget and selecting the Executive Director.

Regional Directors are members of the Board of Directors and have oversight responsibility for association activities in their geographic area including program and fiscal oversight, communica-

tions and local unit advisement.

Regional directors have their own "caucus" and elect a chair annually.

Regional directors assign one of their members to key Board committees including Executive, Program and Finance.

In addition to the 9 regional directors, other Board members include the President, First Vice President, Treasurer, Secretary, Vice President for Membership, Vice Presi-

dent for Legislative and Political Affairs, Vice President for Professional Development and 2 student directors (BSW and MSW, North and South).

The sole legal governing authority for NASW is the National Board of Directors. The California Chapter has a regional representative on the National Board and a representative on the National Committee on Nominations and Leadership Identification.

REGION UNIT CALENDAR

Late Summer: Budget and program planning for the year. Input on chapter committee assignments.

Fall-Winter: Nominations for the following year elections. Budget input for the next fiscal year.

Spring: March Social Work month activities such as an Awards Dinner or Lunch. Lobby Days participation.

Late Spring: Planning for sending regional and unit leaders to the annual June Chapter Leadership Retreat.

SCHOOLS OF SOCIAL WORK

Fall Student Orientations: Regions/units provide speakers on NASW and membership, funding for pizza parties and guest lecturers.

Lobby Days:

Regions/units help student organizations and faculty plan for attending Lobby Days including fundraising, arranging guest speakers, providing silent auction items to raise funds for NASW's political action

committee CALPACE.

Recognizing Faculty and Students:

Regions/units can join with the school in honoring faculty (achievements, retirement, etc.) and students (service, research awards, etc.).

Commencement Graduation:

Regions/units support these activities by providing speak-

ers, and funding for graduation festivities. The Chapter can provide honorary "oath of ethics" certificates pledging graduates to professional ethical practice.

Post Graduation:

Keeping new graduates in the fold through region/unit activities helps them with job and career opportunities, mentors and potential supervisors for licensing.

TELECONFERENCE NUMBER

The Chapter provides an 800 teleconference number and teleconferences can be scheduled through membership@naswca.org or 800 538-6799 x 13

SOCIAL MEDIA



NASW CA NEWS

10 E-issues annually. Deadline is the 5th of the month before the target issue: naswnews@naswca.org

CALSWIFT

Mass email to all members, deadline is 1st and 3rd Friday for 2nd and 4th Wednesday issues of the month. calswift@naswca.org

CUSTOM EMAIL

membership@naswca.org for customized region and unit email.

SOCIAL MEDIA

membership@naswca.org for Chapter social media.

Many regions and units have their own websites, Facebook pages, email listservs, etc.

CALENDAR OF EVENTS

The Chapter can place region/unit events on its website "Calendar of Events" for reservations and registration. The Chapter can take credit card payments on this site for registration fees for region/unit events.

DIRECT MAIL

Addresses and mail services.

Budgeting Regional Activities

Regions have their own annual budget which is used to fund and promote regional and unit activities. The Chapter allocates \$4 a member to regions and regions in turn may allocate \$2 a member to units. Regions and units may generate their own funds and carry over those funds from year to year. The Chapter allocation is subject to recovery if a region doesn't spend it in a year.

The Chapter accountant supplies regions/units with a draft budget at the beginning

of the fiscal year. The draft budget may be developed based on the previous years activities.

Region/units then revise their budgets based on which activities, and events it wishes to conduct or sponsor. Some regions set aside funds for a student intern to help with regional administration.

Regions may contribute to local conferences and organizations and may do so if funds are available.

Regions and units request

funds through the Chapter electronic check request system. Each request requires two regional/unit approvals.

The Accountant mails the check in weekly batches but special arrangements can be made upon request.

The Chapter Conference Director can help regions/units plan activities, review contracts.

The Membership Director can help with publicity and marketing.

REGION UNIT BUDGET

INCOME

Chapter allocation	\$4,000
Fees (dinners, CEU events, sales of books and t-shirts)	\$2,500
Total Income	\$6,500

EXPENSES

Food, travel, phone, office supplies, purchases, etc.	\$5,000
Lobby Days stipends to students	\$1,000
Donations to conferences, outside organizations.	\$ 500
Total Expenses	\$6,500

Nominations & Elections

Regional Directors are elected representatives of designated geographic areas established by the Board of Directors. Regional Directors are members of the state Chapter Board of Directors.

Assistant Regional Directors are elected in years other than the Regional Director.

Unit Officers represent counties or metropolitan areas and can include a

Chair, Vice Chair, Secretary/Treasurer.

Terms are 3 years and begin on July 1 of each year.

The Chapter Committee on Nominations & Leadership Identification (CNLI) nominates candidates for the statewide and regional positions.

Nominations are accepted from fall to January, the election is held via e-ballot

in April in conjunction with National NASW elections. Those elected attend the annual June leadership retreat. Board officers serve one term in their position and a maximum of two consecutive terms in 2 different positions. Regional officers may serve two consecutive terms in the same office.

Unit officers are elected locally at a local unit meeting and there are no term limits.

Committees & Councils

The Chapter has the following Committees:

Awards, Bylaws, Communications, Diversity, Ethics, Legislative, Membership, Personnel, Professional Development.

Regional Directors can join any committee but have standing assignments on Executive, Finance, and Program. These assignments are

made at the June meeting.

Names should be forwarded to the Chapter President who appoints committee members.

The Membership Committee is composed of the Assistant Regional Directors.

Councils are special interest entities of the Chapter. Formation requires a petition from at least 35 mem-

bers from more than one region. Councils elect their own officers and receive a grant of \$500 a year from the Chapter.

Chapter councils include: Asian Pacific, Bay Area Social Workers in Healthcare, Pilipino American, Red Cross, Social Action, and Women's.

BOARD OF DIRECTORS

PRESIDENT

PRESIDENT ELECT

FIRST VICE PRESIDENT

SECRETARY

TREASURER

VP LEGISLATIVE

VP PROF. DEV.

VP MEMBERSHIP

REGIONAL DIRECTORS (9)

STUDENT DIRECTORS (2)

NATIONAL BOARD OF

DIRECTORS

CA REPRESENTATIVE

NATIONAL COMMITTEE ON

NOMINATIONS &

LEADERSHIP

CA REPRESENTATIVE

HELP STARTS HERE

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Speakers Bureau

Complete a presenter request form at:

<http://bit.ly/TSi0Nh>



NASW NATIONAL

750 FIRST ST. NE

WASHINGTON DC 20002

800-638-8799

www.socialworkers.org

Assurance Services (Insurance)

877-668-4274

Ethical Consultation

800-638-8799 x 231

Tue, 7am-11am, Thu, 10am-1pm

Membership Svcs

800-742-4089

Government Relations

800-638-8799, x 311

Legal Counsel

800-638-8799, x 282

Practice

800-638-8799, x265

NASW Foundation

800-638-8799, x 211

Communications

800-638-8799, 468

Delegate Assembly & National

Delegate Assembly is the “Congress of Social Work” and meets every three years to decide professional and public policies, program priorities and amendments and the Code of Ethics.

The National Board of Directors amends the Bylaws with the some exceptions. Only the Delegate Assembly can make amendments to the Bylaws affecting the Delegate Assembly structure and the dues allocation between Chapters and National.

One of the definitive products from Delegate Assembly is “**Social Work Speaks**,” a compendium of over 60 professional and public policy statements on a variety of topics of concern to social work. This statements guide the profession’s position on legislation and practice.

Each chapter elects delegates based on the number of chapter members and the delegation is led by the Chapter President. Delegate Assembly terms are 3 years.

In 2008, the Delegate Assembly went “virtual” for the first time in its history. The

entire Assembly is conducted virtually using a mixed media platform (webinar, video).

Prior to the Delegate Assembly meeting (August in year two of the delegates’ 3 year term), delegates vote on priorities selected by the National Board of Directors to help guide the National and chapter programs for the next 3-5 years.

Delegates help draft/revise professional and public policy statements, serve on professional and public policy hearing panels (virtual).

The virtual Delegate Assembly is conducted over 2 days via computer. Delegates may participate at home, work or in specially arranged regional meetings.

After the Delegate Assembly, delegates may attend Chapter, regional and unit meetings to discuss the work and outcomes of the Delegate Assembly.

The next Delegate Assembly is 2014 and could bring additional changes to the Delegate Assembly process.

NASW is a **national organization** with a national staff and governance. State chapters are state level organizational units of the national organization.

NASW is the world’s largest professional social work organization with over 140,000 members.

The National Board of Directors is composed of officers elected nationally and regional representatives elected locally. California has its own regional representative (Region XIII).

The National Committee on Nominations and Leadership Identification (NCNLI) nominates candidates for national office and California has its own NCNLI representative.

NASW is headquartered in Washington, DC, with nearly 100 national staff. It has 56 chapters nationally and around the world.

National office services include professional liability insurance, professional development and education, practice standards, federal advocacy, ethics consultation, public image management and communications.