



## Instructions for applying to be a Member of the Social Workers Registration Board

1. Thank you for your interest in being appointed as a Member of the Social Workers Registration Board (SWRB). Three positions are available on the SWRB, including:
  - two 'other people'; and
  - one registered social worker.
2. Copies of the Appointment Application Form and Position Description have been made available for you to download from the job advertisement webpage.
3. Relevant legislation for SWRB can be viewed at [www.legislation.govt.nz](http://www.legislation.govt.nz), including:
  - the Crown Entities Act 2004
  - the Social Workers Registration Legislation Act 2019; and
  - Social Workers Registration Act 2003.
4. In addition to these documents, we recommend that you go to the SWRB's website <http://swrb.govt.nz/>, to access its latest Statement of Intent, Statement of Performance Expectations, and other information that will give you a good sense of the role and functions of the SWRB.
5. To be considered for an appointment to the SWRB, you will need to lodge a formal expression of interest by providing us with the following documents:
  - proof of your registration (if applying for the registered social worker role)
  - a completed Appointment Application Form; and
  - an up-to-date version of your Curriculum Vitae.
6. We must receive your expression of interest by **5.00pm Wednesday 10 November 2021**. Electronic copies of forms will be accepted if accompanied by a signed hard-copy of the application form.
7. A letter or email will be sent to you acknowledging receipt of your application. If you do not receive this acknowledgement within five working days, please contact us.

We look forward to hearing from you.

**Postal address:**

Nominations  
c/o Lance Fowler  
Ministry of Social Development  
PO Box 1556  
Wellington

**Courier address:**

Nominations  
c/o Lance Fowler  
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The Aurora Centre  
56 The Terrace  
Wellington

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**Phone:**

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