

|  |
| --- |
| Instructions for applying to be a Social Worker Member of the Social Workers Complaints and Disciplinary Tribunal - September 2019 |

1. Thank you for your interest in being appointed as a Social Worker Member of the Social Workers Complaints and Disciplinary Tribunal (SWCDT).
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 SWCDT can be viewed at www.legislation.govt.nz, including:

* the Social Workers Registration Legislation Act 2019; and
* Social Workers Registration Act 2003.

1. To be considered for a Social Worker appointment to the SWCDT, you will need to lodge a formal expression of interest by completing the online background check application form and providing us with the following documents:

* proof of your social worker registration
* an up-to-date version of your Curriculum Vitae.

1. We must receive your expression of interest by **5.00pm Friday 25 October 2019**. Electronic copies of forms will be accepted if accompanied by a signed hard-copy of the application form.
2. 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  Ministry of Social Development  The Aurora Centre  56 The Terrace  Wellington | **Email address:**  [nominations@msd.govt.nz](mailto:nominations@msd.govt.nz)  **Phone:**  (04) 913 3245 |