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Study unit 1: The nature and principles of social work management

Leereenheid 1: The natuur en beginsils van maatskaplikewerkbestuur



JOSEPH S
SIBONGILE K
MOGAPI PD
NKALA N
ROSS M
VAN DEN BERG L

iris



BEZUIDENHOUT G
KIRSTEN K
MOKGETHI F
PAPKE M
ROSSOUW S
VAN DER MERWE AC

daisy



BRENKMAN S
KLEYNHANS L
MOKOENA B
PHALATSI B
SCHUTTE T
VAN VUUREN S

lily



BUYS L
KOKO T
MOLAKENG B
JUANISKA P
SENAMA N
VAN WYK E

bellflower



FEBRUARY E
MACDONALD L
MOLETE B
PIETERSEN C
SENGWAYO P
VAN WYK T

rose



FLYNN H
MARIGE T
MOSES M
PRATT R
SIBIYA GH
ZWANE V

protea



HATINGH M
MAROLLA J
MOUTON J
QOKELA V
SWARTS Z
VAN ZYL D

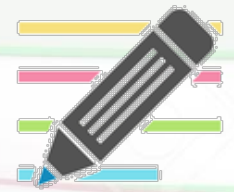
azalea



HURTER L
MKABELA H
NGOYAMA N
ROODT W
THERON O
MATLHARE N

tulip





Study unit 1

Demonstrate an understanding of the nature of management in social work /

Begrip die aard van bestuur in maatskaplikewerk aan die dag te le

Demonstrate understanding of the different concepts in social work management /

Begrip die verskillende kospete in maatskaplikewerkbestuur

Explain the context of social work management / *Die konteks van*

maatskaplikewerk te verduidelik

Describe effective management / *doeltreffende bestuur te beskryf*

Distinguish between efficient and effective management / *tussen doeltreffende en doelmatige bestuur te onderskei*

THE NATURE OF SOCIAL WORK MANAGEMENT / DIE AARD VAN MAATSKAPLIKEWERKBESTUUR



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THE NATURE OF SOCIAL WORK MANAGEMENT / DIE AARD VAN MAATSKAPLIKEWERKBESTUUR



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Management is a **process** that uses the **resources** of an organisation to achieve stated **aims**. It involves processes such as **planning, organising, supervision, controlling, staffing, leading** and **coordination**. The List is not exhaustive. These processes are **led** by the **manager** in consultation with those who are working with him. One of the oldest descriptions of managements is that it is the creation of and maintenance of an **internal environment** in an enterprise where individuals working together in **groups** can perform **efficiently and effectively** to attain group **goals** (Skidmore, 1995:18)

Bestuur 'n **proses** wat die **hulpbronne** van 'n organisasie gebruik om verklaarde **oogmerke** te bereik. Dit behels prosesse soos **beplanning, organisering, toesighouding, uitoefening van beheer, voorsiening van personeel/menslike hulpbronne, leiding en koördinerings**. Dié lys is nie omvattend nie. Hierdie prosesse word **aangevoer** deur die **bestuurder** in oorleg met diegene wat saam met hom/haar werk. Een van die oudste beskrywings van bestuur is dat dit 'n **interne omgewing** in 'n onderneming skep waar individue wat in groepe saam werk **doeltreffend en doelmatig** kan presteer om die **groep se doelwitte** te bereik (Skidmore, 1995:18).

THE PRINCIPLES OF SOCIAL WORK MANAGEMENT / DIE BEGINSILS VAN MAATSKAPLIKEWERKBESTUUR



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THE PRINCIPLES OF SOCIAL WORK MANAGEMENT / DIE BEGINSILS VAN MAATSKAPLIKEWERKBESTUUR

MANAGEMENT

the process of managing or the people responsible for the process

CONTROL

being fully aware of what is happening and being able to make appropriate decisions or taking appropriate action

POWER

an ability to inspire others to make decisions and to carry out work

ACCOUNTABILITY

being answerable to those who give authority or responsibility.

LEADERSHIP

the ability or right to make other people do something

AUTHORITY

having the power or right to do something, or having the right to require others to do it

RESPONSIBILITY

being obliged or expected to do something.



THE PRINCIPLES OF SOCIAL WORK MANAGEMENT / DIE BEGINSILS VAN MAATSKAPLIKEWERKBESTUUR



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Die proses van bestuur of die mense wat vir die proses verantwoordelik is

Ten volle bewustheid van wat gebeur en die vermoë om gepaste besluite te neem of om geskikte aksie te neem

Die vermoë om ander te inspireer om besluite te neem en om werk uit te voer

Om verantwoordbaar te wees teenoor gesaghebbendes of verantwoordelikheid

Die vermoë of reg om ander mense iets te laat doen

Die mag of reg te beskik om iets te laat doen of om van ander dit te versoek

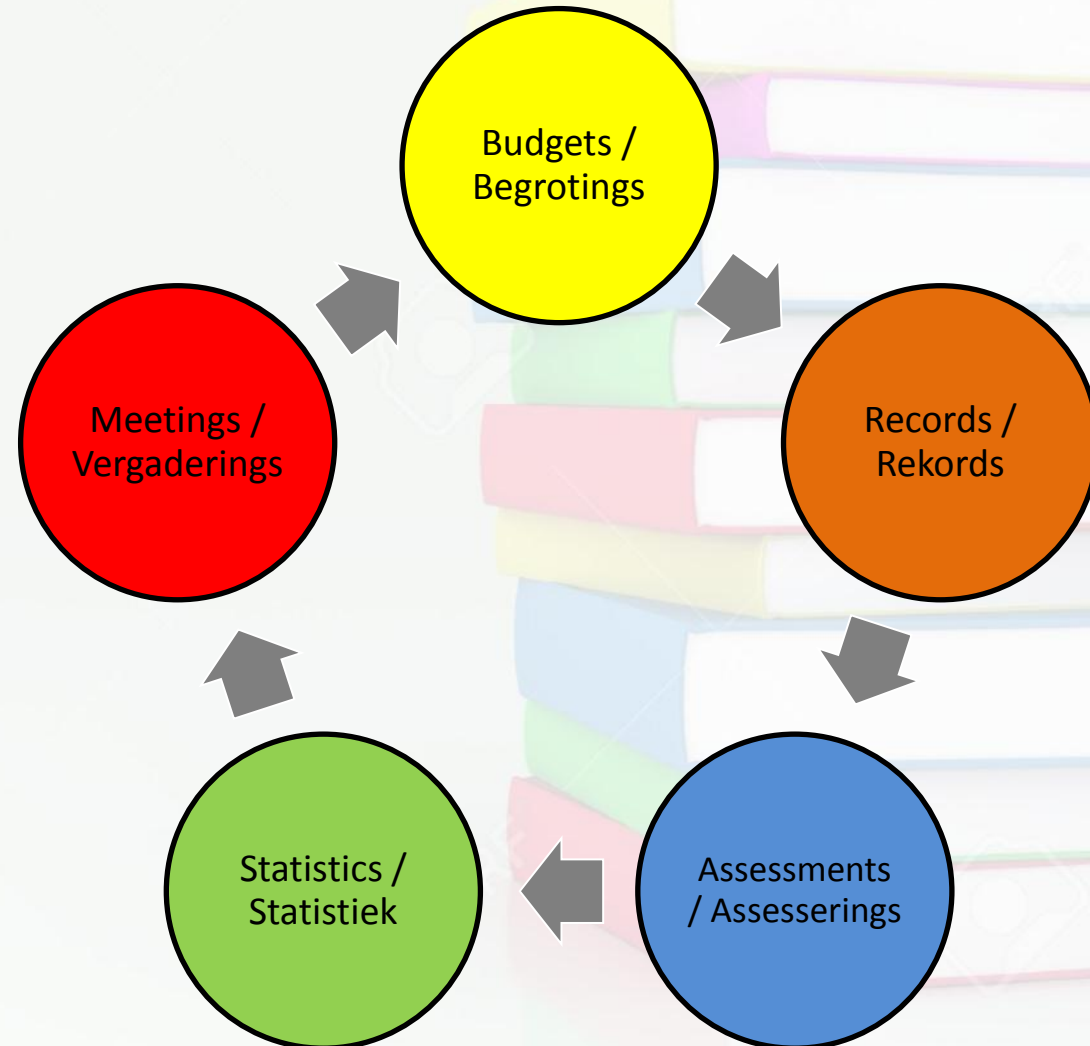
Om verplig of van verwag te word om iets te doen



THE CONTEXT OF SOCIAL WORK MANAGEMENT / DIE KONTEKS VAN MAATSKAPLIKEWERKBESTUUR



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THE CONTEXT OF SOCIAL WORK MANAGEMENT / DIE KONTEKS VAN MAATSKAPLIKEWERKBESTUUR




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EFFICIENT OR EFFECTIVE? / DOELTREFFEND OF DOELMATIG (EFFEKTIEF)?



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I think I am
efficiently
effective...

EFFICIENT EFFECTIVE

Am I truly effective (**doelmatig**) (doing the right thing)
(doen die regte ding)?

or

Am I merely efficient (**doeltreffend**) (doing things right)
(doen dinge reg)?

EFFICIENT DEFINED / DOELTREFFEND GEDEFINEER



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Efficient is getting things done to a worthwhile effect which take you towards your core goals

EFFICIENT



100%



Doeltreffend is om dinge tot 'n waardevolle effek te doen wat jou na jou doelwitte sal neem

EFFECTIVE DEFINED / DOELMATIG (EFFEKTIEF) GEDEFINEER



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Effective is getting things done



**JOB
DONE!**

Doelmatig is om dinge gedoen
te kry

EFFICIENT or EFFECTIVE DOELTREFFEND of DOELMATIG



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Efficient

Effective

EFFICIENT or EFFECTIVE DOELTREFFEND of DOELMATIG



As Seen On
NBC CNN abc

“25 Pounds in Only 2 Weeks!”

*Kathleen Hodges, Calif., Results Not Typical

Scientists Discover Rare Weight-Loss “Wonder Herb”

- ✓ **Clinically Proven Fast Weight Loss!**
- ✓ **Rapidly Melts Away Belly Fat!**



Dr. Driekie Rankin, Registered Dietician (

PR: C

BSc Dietetics, MSc. Dietetics, PhD Dietetics

Eatplan: 1

Type eetplan: Weight loss

EFFEFFECTIVE

EFFICIENT

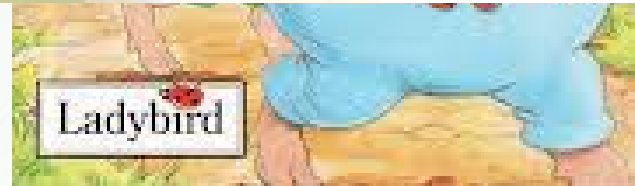
EFFICIENT or EFFECTIVE DOELTREFFEND of DOELMATIG



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EFFECTIVE



EFFICIENT

EFFICIENT | EFFECTIVE DOELTREFFEND | DOELMATIG



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Meaning	<u>Effectiveness</u> is about doing things in an optimal way, for example doing it the fastest or in the least expensive way. It could be the wrong thing, but it was done optimally	<u>Efficiency</u> . is about doing the right task, completing activities and achieving goals.
Effort oriented:	No	Yes
Process Oriented:	No	Yes
Goal oriented:	Yes	Yes
Time oriented:	No	Yes

EFFICIENT | EFFECTIVE DOELTREFFEND | DOELMATIG



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Betekenis	<u>Doelmatig</u> is om dinge te doen op 'n optimale manier, byvoorbeeld om dit op die vinnigste of bekostigbaarste manier te doen. Dit kan dalk die verkeerde ding wees maar steeds optimal uitgevoer word	<u>Doeltreffend</u> is om die regte taak te doen om die aktiwiteite en doelwitte te beriek.
Inspanningsgeörient eerd:	Nee	Ja
Prosesgeörienteerd:	Nee	Ja
Doelgeörienteerd:	Ya	Ja
Tydgeörienteerd:	Nee	Ja

EFFECTIVE MANAGEMENT / DOELMATIG BESTUUR

To accomplish a purpose; producing the intended or expected result in an optimal way, for example doing it the fastest or in the least expensive way / *Om 'n doel te bewerkstellig; om die bedoelde of verwagte resultaat op 'n optimale manier te lewer, byvoorbeeld om dit op die vinnigste of bekostigbaarste manier te doen*



EFFICIENT MANAGEMENT / DOELTREFFEND BESTUUR

Performing or functioning in the best possible manner, the right task, completing activities and achieving goals / *Die uitvoer of funksionering van die regte taak op die beste moontlike manier om aktiwiteite te voltooi en doelwitte te beriek*



THE MANAGER / DIE BESTUURDER

**An efficient manager gets all her work done on time /
'n doelteffende bestuurder kry al sy / haar werk betyds
klaar**



**An effective manager would be
someone who gets other people to
get their work done on time / 'n
doelmatige bestuurder sal iemand
wees wat omsien dat ander hulle
werk betyds klaarkry**

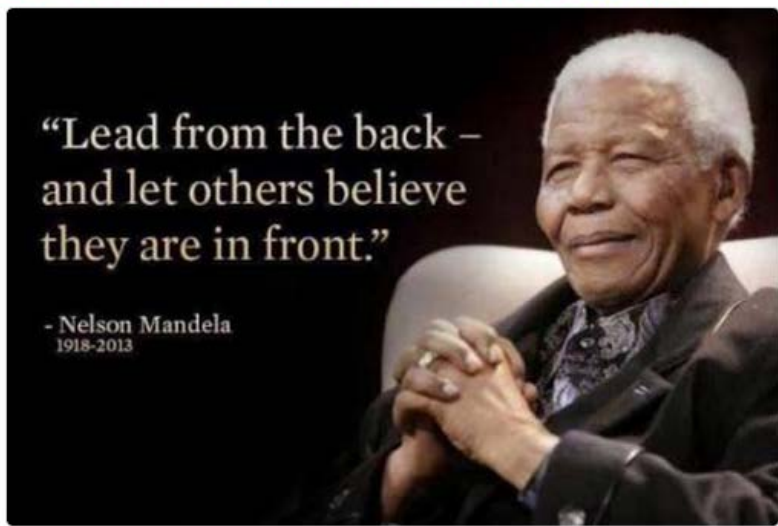
LET'S TWEET #BSWG2232016



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MNINIKHAYA #05 liked


 **Talitha van Wyk** @Lietsi · 3h
@BSWG223SAYED #BeMoreMadiba #MandelaDay #BSWG2232016 ❤️



👤 1 ❤️ 2 ⋮

 **BSWG223SAYED** @BSWG223SAYED · 4h
#BeMoreMadiba #BSWG2232016




 **BSWG223SAYED** @BSWG223SAYED · 4h
#MandelaDay #BSWG2232016 today I encourage you to post a tweet / quote by Mandela in spirit of his birthday. #BeMoreMadiba

👤 1 ❤️ 1 ⋮


👤 In reply to Talitha van Wyk

 **BSWG223SAYED** @BSWG223SAYED · 14h
@Lietsi I love this! Thank you! #BSWG2232016

👤 1 ❤️ 1 ⋮

 **BSWG223SAYED** @BSWG223SAYED · 17h
TEFICEFEV unscramble these letters. Tip: it's part of study unit 1 #BSWG2232016

👤 1 ❤️ 1 ⋮

 **BSWG223SAYED** @BSWG223SAYED · 17h
I will be tweeting tonight, the first person to repond to the tweet will get a chocolate. Please use #BSWG2232016 for when you do tweet.

👤 2 ❤️ 2 ⋮

