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**Study unit 6: The roles and tasks of a social work manager**  
*Leereenheid 6: Die rolle en take van die maatskaplikewerkbestuurder*

**08/09/2016**



# A LOOK BACK / 'n TERUGFLITS

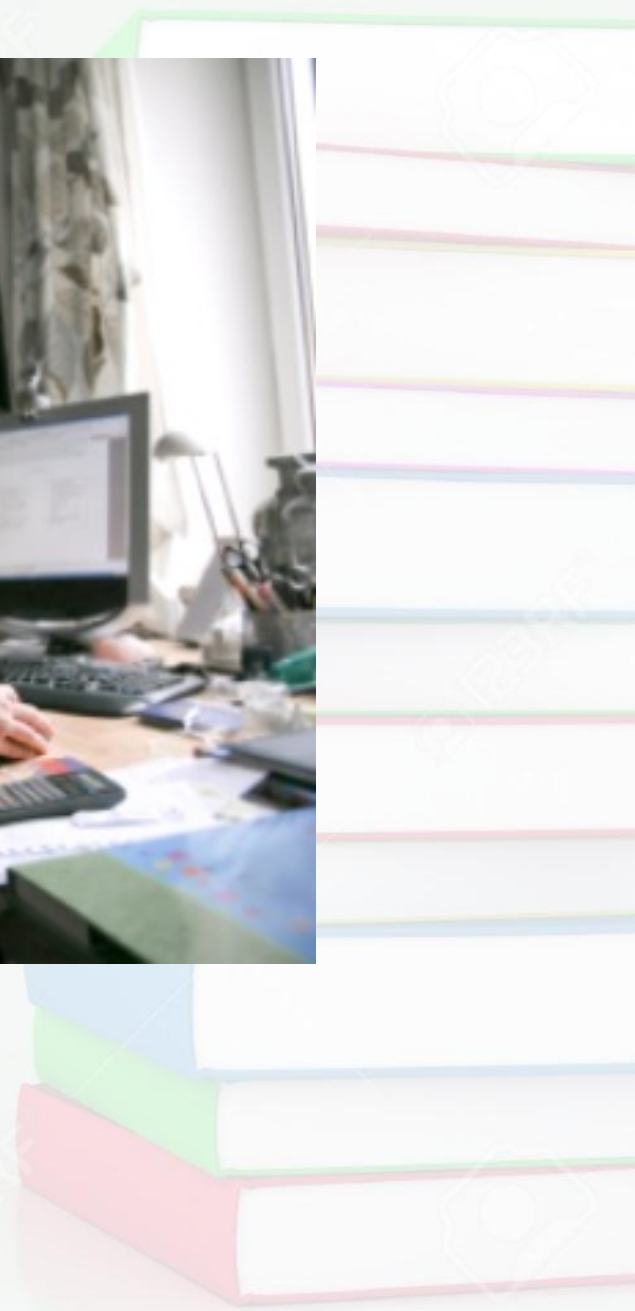


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**Mother**





**Identify a role for a social worker**

Describe three tasks

# MANAGEMENT ROLES / BESTUUR ROLLE



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- **INNOVATOR | INNOVEERDER**
- **RESOURCE INVESTIGATOR | HULPBRONNE ONDERSOEKER**
- **COORDINATOR | KO-ORDINEERDER**
- **SHAPER | SHAPER**
- **MONITOR-EVALUATOR | MONITOR-EVALUEERDER**
- **TEAM WORKER | SPANWERKER**
- **IMPLEMENTER | IMPLEMENTEERDER**
- **COMPLETER-FINISHER | LETER-VOLEINDER**
- **SPECIALIST | SPECIALIS**

# INNOVATOR | INNOVEERDER



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...a generator of creative and unorthodox ideas and new strategies for the team, who sees the teams work and problems in unconventional ways and can identify new ways to solve problems / 'N kragopwekker van kreatiewe en onortodokse idees en nuwe strategieë vir die span, wat die spanne werk en probleme in onkonvensionele maniere sien, en nuwe maniere kan identifiseer om probleme op te los



# RESOURCE INVESTIGATOR | HULPBRONNE ONDERSOEKER



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...an enthusiastic, outward looking extrovert who keeps in touch with other teams or organisations and brings in new ideas, contacts and resources from outside / 'N entoesiastiese, uiterlike soek ekstrovert wat hou in die kontak met ander spanne of organisasies en bring nuwe idees, kontakte en hulpbronne van buite

# COORDINATOR | KO-ORDINEERDER

...is good at chairing discussions, clarifying goals, coordinating the work, and delegating to make the best use of each team members potential and the teams resources to achieve its objectives. A coordinator is balanced, focused and disciplined, and is a good listener and judge / Is goed op die voorsitter van die besprekings, verduideliking doelwitte, koördinerings van die werk, en deleger om die beste gebruik van elke spanlid se potensiaal en die spanne hulpbronne om sy doelwitte te bereik te maak. 'N koördineerder gebalanseerde, gefokus en gedissiplineerd is, en is' n goeie luisteraar en oordeel.





# SHAPER | SHAPER

...a dynamic task leader who shapes, through her or his drive and passion, the way in which the team effort is applied. The shaper gets and keeps things moving and is good at finding a way around obstacles. / 'n dinamiese taak leier wat, vorms deur haar of sy dryfkrag en passie, die manier waarop die span-poging is aangewend. Die Shaper kry en hou dinge beweeg en is goed op die bevinding van 'n manier om die struikelblokke.



# MONITOR-EVALUATOR | MONITOR-EVAUEERDER



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...provides a critical analysis of problems and situations; evaluates suggestions to help the team make balanced decisions / bied 'n kritiese analise van probleme en situasies; evalueer voorstelle om die span te help om gebalanseerde besluite te neem



# TEAM WORKER | SPANWERKER



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...is mild and cooperative, emphasising good communication and personal relationships within the team, and supporting individuals personally and in their work / is sag en koöperatiewe, die klem op goeie kommunikasie-en persoonlike verhoudings binne die span, en die ondersteuning van individue persoonlik en in hul werk



# IMPLEMENTER | IMPLEMENTEERDER

...a disciplined organiser and administrator who turns ideas into practical tasks, plans, schedules and procedures / 'N gedissiplineerde organiseerder en bestuurder wat idees in praktiese take, planne, skedules en prosedures draai



# COMPLETER-FINISHER | COMPLETER-VOLEINDER



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...a conscientious person who maintains a sense of urgency, and makes sure that tasks are done completely and on time / 'n pligsgetroue persoon wat 'n gevoel van dringendheid handhaaf, en maak seker dat take is heeltemal gedoen en op tyd





# SPECIALIST | SPESIALIS

**...an expert with a range of specialist knowledge about an aspect of the teams work**  
**/ 'n deskundige met' n verskeidenheid van gespesialiseerde kennis oor 'n aspek van die spanne werk**





# APPLYING ROLES TO PRACTICE

Sally has been a Social Worker at a local community centre for the past 7 years. Sally has recently completed her Phd and was asked to apply for a management position at the NWU as manager of an outreach program for the Social Work division at the Potchefstroom Campus.

Sally started at the NWU on 1 August 2013, a crucial time where many projects were scheduled to complete.

Sally drew up a schedule as well as a strategic plan to organise all the activities for the rest of the year. She realized that the projects are all scheduled for the last 6 months of the year; thus she has decided to meet with her team and suggest that activities should follow with the annual national activities for the year; such as November – childrens day. August - womans month. December – 16 days of activism etc.

Sally arrived at the NWU in August and was under pressure as there was not much time to have a community out reach project for woman in Potchefstroom, furthermore she had no funding. But, due to her skills and expertise as a social worker she decided to have a woman's appreciation day for all the cleaners at the NWU, it was held at a venue at the NWU and there were minor costs involved which each department contributed.

Reflect on the roles and tasks and provide one example of what role did the social worker play during your vacation practicum

Share your thoughts



# CLASS PREPARATION / KLASVOORBEREIDING

**12/09/2016 | Study unit 7**

- **Study unit 7 – MANAGING COMMUNICATION AND DECISION MAKING/ BESTUUR VAN KOMMUNIKASIE EN BESLUITNEMING**
  - Cooperate in a team, coordinate in a team and identify challenges in teamwork and make practice suggestions on how to overcome these challenges / *In 'n span saam te werk, 'n span te koördineer en uitdagings verwant aan spanwerk te identifiseer asook om praktiese voorstelle te maak oor hoe sodanige hindernisse oorbrug kan word*
  - Take complicated decisions on practice scenarios through the application of the DECIDE framework / *ingewikkelde besluite oor praktyksenario's te neem deur die DECIDE-raamwerk toe te pas*
  - Demonstrate the ability to manage the cycle associated with meetings in terms of the applicable processes and administration / *die vermoë aan die dag te lê om die siklus verwant aan vergaderings te bestuur sover dit die tersaaklike prosesse en administrasie betref*