

CASA of the Golden Triangle

CASA Volunteer Job Description

Summary

A CASA (Court Appointed Special Advocate) is a trained citizen volunteer appointed by the Juvenile court to ensure that the needs and interests of abused and neglected children are being met. CASAs are assigned to dependent children who are under the Juvenile Court's jurisdiction and are assigned at the discretion of the Judge of the Juvenile Court.

Commitment and Qualifications of a CASA

- Serve as a CASA for a minimum of one year, or until your assigned case has ended.
- Complete initial 30-hour training including observation of juvenile court proceedings.
- Be 21 years of age.
- Be willing to donate 6-10 hours per month.
- Attend a minimum of 12 yearly hours of training sessions and review all training materials provided by CASA.
- Maintain objectivity and professionalism in dealing with children, parents and all other parties involved in the case
- Always represent the best interest of the child(ren) assigned
- Possess verbal and written communication skills

Duties of a CASA

- To serve as a "friend of the court" for Juvenile Court cases of child abuse and neglect as researcher, monitor, and child advocate.
- Interview child, parents, foster parents and any other concerned parties or relatives.
- Review appropriate records and reports.
- Work with Attorney Guardian Ad Litem as counsel, representing the best interests of the child.
- Confer with counselors, teachers, social workers, etc. involved in the case.
- Submit thorough, independent written reports to the Judge prior to court hearings.
- Appear in Court as needed to answer questions or testify on findings or recommendations.
- Maintain records of all findings and document all contacts.
- Visit institutions, foster homes or group homes where child is placed or may be placed.
- Monitor court orders to ensure services to the child timely and placement is appropriate.
- Maintain contact with the program coordinator and submit all documentation.
- Remain involved in the case until the Court's jurisdiction is terminated.

I understand my role as a CASA Volunteer or as a CASA employee. I understand which role I must adhere to within the policies and procedures.

Print Name

Volunteer Signature

Date

Print Name

Executive Director Signature

Date