



Child Advocacy Specialist

We are looking for a Child Advocacy Specialist (CAS) who can supervise volunteers as they advocate for the most vulnerable children in Travis County.

CASA of Travis County believes every child who's experienced abuse or neglect deserves to have a dedicated advocate speaking up for their best interest in court, at school, and in our community. To accomplish this, the team at CASA educates and empowers community volunteers who ensure each child's needs remain a priority in an overburdened child welfare system. Through honorable and respectful involvement with families, courts and all parties, CASA makes independent and educated recommendations that prioritize children's safety and, wherever possible, preserve connections to their families.

As a CAS, you will guide and supervise a team of volunteer advocates by providing guidance, coaching and feedback as they advocate for the best interest of the children to whom they are assigned. Advocacy occurs in a variety of settings including courtrooms, classrooms, medical and therapy settings. You will be expected to work effectively with families and legal parties with varying experiences and perspectives, as well as exhibit an understanding of child and family advocacy issues as it relates to the child welfare system.

At the end of your first year, success would mean managing a team of 18-20 volunteers with a full caseload with a clear understanding of CASA's, trauma-informed care principles, and CASA's role within the child welfare system.

The CAS is a critical role to move CASA of Travis County towards meeting our vision of quality advocacy, a safe home and a promising future for every child in Travis County.

Use the following link to apply:

<https://www.paycomonline.net/v4/ats/web.php/jobs/ViewJobDetails?job=100470&clientkey=6134204B6AAD5458C5AEA1BC7AA3A526>

Responsibilities

1. *Supervises volunteer advocates in their role as "Court Appointed Special Advocates" (CASA) and Guardians ad Litem for the children to whom CASA of Travis County is appointed.*

- Supervises no more than 18-20 volunteer advocates (unless multiple volunteers are assigned to a single family group) and a maximum of 30 family groups (with the optimum being 22-25 family groups). Caseloads and numbers of volunteers supervised will be reduced proportionately for employees working in this position on a less than full-time basis.
- Fulfills the performance standards outlined by Praesidium, through monitoring and supervision, incident reporting, shadowing of Volunteer Advocates, QA calls, and other tasks as assigned.
- For any child not seen by an advocate within the prescribed time, without an approved exception, CAS program staff must see the child within 10 days.
- Attends and participates in all related court hearings, providing assistance and coaching of volunteer advocate regarding court reports, court attendance and testimony.

Seniority Level

Entry level

Employment Type

Full-Time

Reports To

Program Manager

Starting Salary

\$50,000

2. Provides informed and consistent guidance, coaching and feedback to volunteer Advocates as well as encouragement and praise.

- Provides consistent contact in the process of maintaining and fostering relationships between the volunteer advocate and other professionals in legal, social welfare, educational and therapeutic areas/organizations, as well as between the volunteer advocate and the children/families we serve.
- Enhances volunteer advocate engagement and retention by coaching new skills, evaluating the volunteer advocate's experience, and by matching the volunteer advocate with future cases based on strengths and skills and in accordance with CASA policy.
- Leads onboarding of new volunteer advocates and provides ongoing training and continuing education to volunteer advocates as needed.

3. Ensures the high standard of performance of services of CASA of Travis County

- Models a commitment to child safety, and volunteer engagement.
- Participates in CASA meetings, regular supervision with their Program Manager and, when assignment of a volunteer advocate is not appropriate or possible, serves as the guardian *ad litem* on assigned cases, meeting or exceeding the minimum expectations of CASA.

Qualifications

- A Bachelor's degree is required however, in lieu of a degree, significant professional relevant experience may be considered.
- Spanish fluency preferred.
- Experience in providing staff or volunteer supervision and ability to manage people.
- Demonstrated ability to concisely and clearly convey and interpret information to and from others, orally and in writing.
- Demonstrated ability to work under time constraints, be goal-oriented and maintain productive and effective performance and interaction with Volunteer Advocates and clients.
- Demonstrated ability to work respectfully with others, regardless of differing perspectives.

Preferred Qualifications

- Demonstrated understanding of child and family advocacy issues related to the child welfare system.
- Demonstrated resilience, flexibility and self-awareness.

Physical Requirements and Work Environment

The Child Advocacy Specialist will be expected to have daily transportation to attend court hearings, staffings, visitations, fundraising events, etc. The position requires a flexible schedule, as visits with Advocates may occur in the evenings or on weekends. They will spend some time in the office that could involve intermittent physical activities including bending, reaching, sitting and walking during working hours. Additionally, it is anticipated that the person may spend several hours of each day seated at a personal computer.