



## **The Main Position Goal**

To advocate for the best interests of abused and neglected children in the child welfare and juvenile court systems so that the children have the best opportunity for safety, permanence, well-being and a healthy and successful future.

### **Focus Area #1: Serving the Judge**

**Supporting Goal:** To provide the judge with quality information to aid decision making and follow through.

- a) To carry out duties specifically delineated by the judge. Fresno County Superior Court Local Rules of Court (FCLRC) 6.2.15(C), Madera County Superior Court Local Rules of Court (MCLRC) 5.3.2(c)
- b) To conduct an independent investigation of the circumstances of the case, interviewing and observing the child and other appropriate individuals, reviewing appropriate records and reports, consideration of visitation rights for the child's grandparents and other relatives, and reporting back directly to the court as indicated. FCLRC 6.2.15(C), MCLRC 5.3.2(c)
- c) To communicate the child's needs and desires to the court in written reports and recommendations. FCLRC 6.2.15(A)(3), MCLRC 5.3.2(a)(3)
- d) To provide continuous attention to the child's situation to ensure that the court's plans for the child are being implemented. This should include assessing the child's education, health, foster care placement, case plan and permanent life connections. FCLRC 6.2.15(A)(5), MCLRC 5.3.2(a)(5)

### **Focus Area #2: Serving the Child**

**Supporting Goal:** To provide the child with stable and consistent support.

- a) To establish a relationship with the child to better understand his or her needs and desires by conducting at least one face-to-face home visit with the child each month. FCLRC 6.2.15(A)(2), MCLRC 5.3.2(a)(2)
- b) To support the child throughout the court proceedings by encouraging the child to participate and by providing the necessary explanations. FCLRC 6.2.15(A)(1), MCLRC 5.3.2(a)(1)
- c) To identify and explore potential resources which will facilitate early family reunification or alternative permanency planning. FCLRC 6.2.15(A)(4), MCLRC 5.3.2(a)(4)

- d) To identify developmental delays through screening all children ages 0-5 using the Ages and Stages Questionnaire (ASQ) and the Ages and Stages Questionnaire Social Emotional (ASQ:SE), and to advocate for services when delays are discovered.
- e) To investigate the interests of the child in other judicial or administrative proceedings outside Juvenile Court; report to the Juvenile Court concerning the same; and, with the approval of the court, offer his or her services on behalf of the child to such other courts or tribunals. FCLRC 6.2.15(A)(8), MCLRC 5.3.2(a)(8)

### **Focus Area #3: Communication**

**Supporting Goal:** To fulfill the need for mission continuity, coordination and communication.

- a) To the fullest extent possible, to communicate and coordinate efforts with the social worker and the child’s attorney. FCLRC 6.2.15(A)(6)&(7) , MCLRC 5.3.2(a)(6)&(7)
- b) To provide ongoing regular communication concerning the child’s best interests, current status, and significant case developments, with the social worker, child’s attorney, attorneys for parents, relatives, foster parents, and any therapist for the child. FCLRC 6.2.15(A)(3), MCLRC 5.3.2(a)(3)
- c) To maintain consistent and regular communication with the Advocate Supervisor through in person meetings, telephone and email. This will also include submitting the Advocate Monthly Report and completing the Semi-annual Review. FCLRC 6.2.16(D), MCLRC 5.3.3(d)
- d) To maintain complete records of the case including notes concerning appointments, interviews and information gathered about the child.

### **Focus Area #4: Serving the Overall Mission**

**Supporting Goal:** To advance the credibility and mission of CASA.

- a) To explain the roles, duties and responsibilities of an advocate to all parties associated with the case.
- b) To maintain positive relationships with all professionals involved with the case.
- c) To be an ambassador of CASA to the community through understanding and communicating the organization’s mission, vision and strategic goal.

### **Requirements**

To successfully perform the functions of this position, the advocate must fulfill the following requirements:

- Complete the 40 hour advocate training.
- Complete 12 hours of continuing education annually.
- Complete a minimum 18 month commitment.
- Attend all scheduled court hearings and meetings.
- Be at least 21 years of age.
- Possess a valid California driver's license.
- Pass a background check, including a fingerprint scan.
- Own or have access to reliable transportation.
- Have access to and the ability to use a personal computer and various software programs, including Microsoft Word and email.
- Carry out assigned duties and responsibilities in an ethical manner and follow the organization's policies.