

CASA of Monterey County: JOB OPENING: Case Supervisor

The Case Supervisor provides professional support and supervision to volunteer advocates ensuring that advocates fully understand their role as an advocate, understand how to navigate the Social Services and Juvenile Dependency System, and prepare appropriate case plans for the children to whom they are appointed. The Case Supervisor is to ensure children to whom CASA advocates are appointed, receive sound advocacy and permanency planning.

Case Supervisor must have a background in a social services/human services or a related field with a clear understanding of the role of an advocate, an understanding of child abuse, and preferably, an understanding of the Juvenile Dependency System within which child abuse cases are heard. Successful candidate must be able to demonstrate the pro-active role necessary to function as an advocate. Must be a self-starter, possess extremely strong conflict resolution and problem solving skills, and be able to articulate recommendations on behalf of volunteer advocates. Case supervisors must possess understanding of children and family dynamics, as well as group dynamics/processes.

Qualifications and Requirements:

- ◆ Minimum of two years prior experience in Social Services/Juvenile Dependency or minimum 4 years experience in related social services field
- ◆ Excellent project management and organizational skills
- ◆ Bi-lingual in Spanish and English
- ◆ BA/BS degree preferred
- ◆ Employment is contingent upon completion the CASA training program within 90 days of hire
- ◆ Submission of criminal justice fingerprint clearance and valid driver's license required within 30 days of hire
- ◆ Must be respectful of all people regardless of socioeconomic background, culture, race, religion, sexual orientation, disability, or gender

Other skills/requirements:

- ◆ Strong computer skills
- ◆ Past supervisory experience
- ◆ Excellent interpersonal skills and team functioning
- ◆ Very strong writing skills for reports/case planning

Application Process:

Please submit a professional resume and a cover letter via mail or email (no phone calls) to:

Siobhan Greene, Executive Director
CASA of Monterey County
201 Monterey-Salinas Highway, Suite F
Salinas, CA 93908
siobhan@casamonterey.org

Starting Salary: \$18.26 - \$20.00/hour - (F/T rate annually \$38,000 - \$41,600)