A. BRIEF OVERVIEW OF AGENCY SETTING

Court Appointed Advocates (CASA) of Missoula is a non-profit organization that provides trained volunteers to help abused and neglected kids through the judicial system to find safe, permanent homes. We train volunteers to advocate for these children while they are dealing with judges, lawyers and child & family services. Our volunteers are a voice for these kids who, through no fault of their own, ended up with a very tough home life. Our volunteers have no agenda other than to advocate for the child’s best interest.

B. DESCRIPTION OF CLIENT GROUP

Children ages 1 day to 18 years old that have been abused and/or neglected and are involved in a child welfare case.

C. LEARNING OPPORTUNITIES

1) The Practicum Student must complete the CASA training, manage one to two cases and be an active CASA advocate.
2) Assist with office tasks such as archiving court documents, tracking and filing case information and entering statistical data through CASA Manager soft-ware.
3) Assist Program Manager, Board and Executive Director with fundraising events.
4) Assist Program Manager, Board and Executive Director with other duties as assigned, including but not limited to: donor development, community outreach, volunteer recruitment, and grant research.
5) The position will run the length of fall semester with the preferred option of continuing to the end of spring semester.
6) This is a volunteer position with the option for school credit.
D. EXPECTATIONS OF STUDENTS

Applicants must agree to and pass a national, state and local criminal records check and sex offender registry check. Candidates will be rejected if there is a refusal to sign an authorization for the background check or if the candidate is found to have been convicted of, or having charges pending for a felony or misdemeanor involving a sex offense, child abuse and neglect, or related act that would pose risks to child or the CASA program’s credibility.

Please submit a Resume and References to kirsten@casamissoula.org
Qualified candidates will be contacted for an interview.