

## **Job Announcement**

### **Advocate Supervisor, CASA of South Mississippi**

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CASA of South Mississippi is a 501(c)3 nonprofit organization dedicated to serving the abused and neglected children of South Mississippi. CASA of South Mississippi seeks to hire a motivated and competent individual to assume the role of Advocate Supervisor in a growing nonprofit organization.

Under general supervision the purpose of the Advocate Supervisor position is to assist in the recruitment, screening, training, supervision, and retention of CASA volunteers who serve child victims of abuse and neglect; preparing files for Court; advising the Judge and/or other program staff on cases assigned to CASA; preparing official documents; performs related work as required. (Employees in this classification perform professional work.) The Advocate Supervisor position is under the supervision of the Program Director.

This position requires a bachelor's degree in a social services or related field. Experience with the CASA organization, case management, or social services is preferred. Experience may be substituted for education. Experience in the following areas will be given preference: training, volunteer supervision and management, child abuse, and foster care.

Skills necessary for success in this position include interpersonal, organizational, supervisory, written, and oral communication, conflict resolution, problem solving, leadership, and computer/technology. Awareness of community resources available to foster children and knowledge about current foster care, child abuse, and child advocacy issues is also needed. An Advocate Supervisor should be energetic, self-motivated, flexible, goal oriented, creative, and resourceful. Most importantly, they should have a sense of mission for children's issues. Due to the nature of the work, comprehensive background screening is required for employment with CASA of South Mississippi.

The Advocate Supervisor position is a minimum of 40 hours per week and includes the following benefits:

- Paid time off (annual and sick leave)
- 100% employee medical insurance premium paid for by company
- Ability to participate in company sponsored IRA inclusive of 3% company match
- Short & Long-term Disability policy paid for by company
- Term Life Insurance policy paid for by company
- Opportunity for professional growth and advancement

(Note: The position requires some evening and weekend work assignments.)

***Interested parties should submit their resume and cover letter via email no later than Friday, January 17, 2025, to the individual below:***

Cynthia Chauvin  
Executive Director, CASA of South Mississippi  
644 Dunbar Avenue, Bay St. Louis, MS 39520

Email: [cynthia@casasouthms.org](mailto:cynthia@casasouthms.org)  
**(no phone calls please)**