



Volunteer Job Description Form

Department/Organization: Richmond Court Appointed Special Advocates (CASA)

Project Website: www.grscan.com/casa

Volunteer Job Title: Court Appointed Special Advocate

Brief Description of Position: CASA volunteers are everyday citizens appointed by judges to advocate for the best interests of children who have been abused or neglected. They serve as the voice of a child, and the “eyes and ears” of the judge. Training is provided. Volunteers work an average of 8-15 hours each month on their case.

Skills Required: Organized, reliable, strong writing skills, able to work independently, over the age of 21, have reliable transportation and access to a computer.

Work Site Location: The location is dependent on the case. Volunteers will travel throughout the Richmond area.

Start Date: At any point

End Date: N/A

Days of Week/Hours: 2 hours per week (average), flexible schedule

Number of Volunteers Needed: Unlimited

Contact Person: Heather Farber

Contact Phone: 804-646-5180

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