



Volunteer Opportunities

Position:	FCADV Certified Justice Outreach Volunteer
Department:	CASA in partnership with Human Services
Duties:	<ol style="list-style-type: none"> 1. Mail form letter to victims listed on police reports. 2. Mail information to victims who request it. 3. Read police reports to assist staff in maintaining record of activities for above to provide statistical report to Pinellas County Office of Justice Planning in accordance with contract. 4. Coordinate information and paper work with Legal Advocate and Program Supervisor's correspondence appropriately. 5. Arrange for duplication and distribution of necessary program materials. 6. Provide advocacy in court to survivors seeking an Injunction for Protection (restraining order). 7. Explain eligibility for injunction and CASA's services. 8. Assist participant with completing paperwork and writing narratives describing threats or violence.
Location:	Various locations in St. Petersburg
Additional Information:	<ol style="list-style-type: none"> 1. Possess a desire to work in related human services or equivalent life experience 2. Ability to operate computer system with proficiency in word processing software application. 3. Ability to type. 4. Ability to climb stairs, lift up to thirty pounds. 5. Ability to work a flexible schedule. 6. Ability to function independently and work cooperatively as a member of a team. 7. Pass a background check upon submission of volunteer application, and complete the CORE Competency Training Course. 8. Training and experience in domestic violence or desire to participate in training
Contact:	Kelly Steele (727) 895-4912 x166
Facility Operating Hours:	Monday-Friday, hours vary

