



National CASA Association Seeks Director of Program Development

Location: Seattle, WA, D.C., Atlanta, GA or Remote

The National Court Appointed Special Advocate (CASA) Association fulfills society's most fundamental obligation by making sure a qualified compassionate adult will fight for and protect an abused or neglected child's best interests. The mission of the National CASA Association, together with its state and local member programs, is to support and promote court-appointed volunteer advocacy so every abused or neglected child in the United States can be safe, have a permanent home, and the opportunity to thrive. But today, only 45% of the children in the system have access to a CASA/GAL volunteer. The National CASA Association is committed to ensuring that 100% of the children in the system have access to a CASA/GAL volunteer by working with, in and through strong, effective state organizations.

Breaking New Ground

National CASA has developed a strategic framework that is informing and guiding our efforts through a major reorganization, development of a new business model, and plan for the future direction of our organization, including the launching of a major Capital Campaign. The leadership team that will drive these changes will be strategic thinkers, relationship builders, collaborative decision-makers, entrepreneurial achievers, effective communicators, change leaders, inspiring motivators, and culturally competent.

Position Summary

The Director of Program Development will lead the capacity building initiative to build sustainable growth in the network to fulfill our mission to provide a quality advocate for every child that needs one through capacity building, strategic program development and redevelopment of a robust Quality Assurance process for local programs. The Director will also provide expertise, support and resources to assist the CASA/GAL state organization/network staff in their work with strategic program areas such as rural, urban and tribal CASA/GAL programs.

Core Duties and Responsibilities

- Develop a Local Program Development Plan to ensure a pathway to all programs operating according to standards of high effectiveness
- In conjunction with the Director State Development, gather data and information on each state's approach to building capacity to serve more children with quality volunteer advocacy.

- In collaboration with the Director of State Development, develop, design and implement tools and resources for state organizations to utilize in working with rural, urban and tribal programs.
- Provide research on topics of interest to urban, rural and tribal programs.
- Gather data from the Annual Survey to identify trends, challenges successes in rural, urban and tribal programs. Prepare recommendations for development of tools and resources based on the findings.
- In collaboration with the Director Quality Assurance, research, design, develop and implement a project plan to redesign the Quality Assurance process for local programs
- Convene a workgroup or design a communication vehicle for rural, urban and tribal programs to share ideas, challenges and needs of their state organization and National CASA.
- Assess program data from Annual Survey to identify high growth programs, analyze organizational structure and development to determine key factors that led to the growth.
- Examine capacity building models and organizational assessment tools and design models for adoption within the CASA/GAL network.
- In collaboration with the Network Development Team, develop and implement a written plan for strategic growth of the network.
- In conjunction with the Director of Network Training and Development, design and develop tools and resources to educate the CASA/GAL network on multiple strategies for growth and strategically building sustainable capacity.
- In conjunction with the Director of Network Training and Development, create a comprehensive set of tools and resources for CASA/GAL state and local program governing bodies to strengthen their skills and engagement in building sustainable capacity.
- In conjunction with the Director of Network Training and Development, create a comprehensive set of tools and resources for CASA/GAL state and local programs to utilize to build a more diverse, culturally competent network.
- Facilitate workgroups of state and local program staff and board members to gather information on the network's needs to support capacity building initiatives, building an inclusive network and strategic planning.
- Provide technical assistance to local programs on capacity building, program development, planning and sustainable growth.
- Manage budget for Program Development, ensuring all activities fall within approved annual budget and adhere to budgetary guidelines and funder restrictions.
- Assist with Quality Assurance and Grant Monitoring activities as needed.
- Other responsibilities as needed.

Abilities

- Demonstrate strong interpersonal skills, sound judgment, and the ability to work independently as well as collaboratively internally and externally.
- Demonstrate ability to embrace and exemplify organizational competencies and values.
- Work well under pressure with deadlines and be skilled in prioritizing responsibilities.

- Demonstrate a commitment to work collaboratively with all constituent groups, including staff, board members, volunteers, donors, state and local program staff, and other supporters.
- Demonstrate a history of continuous improvement through professional development.
- Become a steward and ambassador for the CASA/GAL mission and brand.

Experience and Professional Qualifications

- Master's degree in related field or bachelor's degree with combination of training, education and experience that demonstrates the ability to successfully perform the duties of this position will also be considered.
- 3-5 years of professional experience in capacity building, board and staff development, nonprofit program management, governance and/or organizational development. Preference given to candidates with prior nonprofit experience or prior work in a membership network environment.
- Strong capacity building background with knowledge of and demonstrated experience in capacity building models and initiatives, organizational assessments, organizational development, governance, volunteer recruitment/retention, strategic planning and leadership development.
- Exceptional project management, prioritization and planning skills with demonstrated success producing high quality deliverables on time and within budget.
- Excellent strategic thinking skills with the ability to operationalize concepts and transform ideas into action as well as apply research findings and data analysis to ongoing program development.
- Prior experience managing or overseeing capacity building and planning projects including supervising staff, project budgeting and planning and managing workflow.
- Demonstrated evidence of excellent communication skills, both verbal and written, and experience with delivering presentations.
- Working knowledge of technology and software applications necessary to perform responsibilities of this position.

Salary and Benefits

National CASA offers a competitive base salary plus benefits, generous paid leave, and work/life balance policies. This is a full-time exempt position.

Organizational Values

Adaptability ◦ Collaboration ◦ Integrity ◦ Respect ◦ Quality ◦ Service ◦ Stewardship

National CASA is headquartered in Seattle, Washington, with a second office in Washington D.C. and is committed to an inclusive and welcoming workplace environment. National CASA is proud to have been recognized for Excellence in Workplace Flexibility by the Alfred P. Sloan Foundation, as one of Washington's Best Workplaces by the Puget Sound Business Journal, and as a Best Adoption Friendly Workplace by the Dave Thomas Foundation for Adoption. National CASA has been

certified by the Standards for Excellence Institute for ethics and accountability in the nonprofit sector.

To apply: Send resume and cover letter to employment@casaforchildren.org with a subject line that reads Director Program Development. This position will remain open until filled. We encourage applicants to apply as early as possible for full consideration.

**NATIONAL COURT APPOINTED SPECIAL ADVOCATE ASSOCIATION
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EQUAL OPPORTUNITY EMPLOYER**