

COURT APPOINTED SPECIAL ADVOCATES

Fall 2010 Volunteer Training
September 7, 2010 – October 28, 2010

**THE TRAINING SESSIONS WILL MEET FROM 5:30 PM to 7:30 PM
TUESDAYS AND THURSDAYS IN THE ATRIUM
(The Atrium is located in the Probation Department)**

Welcome!

Tuesday – September 7, 2010

Atrium

1. INTRODUCTION TO THE CASA PROGRAM

Brief Overview: Brenda Matuszkiewicz, Executive Director

Staff Introductions: Ellen Jones, Supervisor of CASA Volunteers
Elizabeth Brueseke, Supervisor of CASA Volunteers
Kelly Agee, Supervisor of CASA Volunteers
Stephanie Shumaker, Program Coordinator

Thursday – September 9, 2010

Atrium

2. Roles And Responsibilities

SPEAKERS: CASA Staff

(Manuals to be handed out this evening)

Tuesday – September 14, 2010

Atrium

**3. How the Process Starts
Department of Child Services (DCS) - Assessment Team**

SPEAKER: Christine Johnson, Permanency Family Case Manager Supervisor

Thursday – September 16, 2010

Atrium

**4. Understanding Case Plans and Permanency Planning
Department of Child Services (DCS) - Permanency Team**

SPEAKER: James Bayer, Permanency Family Case Manager

Tuesday – September 21, 2010

Atrium

5. Juvenile Court System

SPEAKER: Brian Gates, Attorney, CASA Volunteer

Thursday – September 23, 2010

Atrium

6. Report Writing

SPEAKERS: CASA Staff

(Mock case files handed out this evening)

Tuesday – September 28, 2010

Atrium

7. Child Development

SPEAKER: Jeff Burnett, PhD, HSPP, Family and Children's Center
Counseling and Development Services

Thursday – September 30, 2010

Atrium

8. Cultural Competence

SPEAKER: Jessica Collett, Assistant Professor, Department of Sociology,
University of Norte Dame

Tuesday – October 5, 2010

Atrium

9. Communicating as a Volunteer

SPEAKERS: CASA Staff

Thursday – October 7, 2010

The CASIE Center at 912 LaSalle St, South Bend

10. Overview of the CASIE Center

SPEAKER: Carolyn Hahn, Director, CASIE Center

Tuesday – October 12, 2010, 6:00 PM to 8:00 PM

Families First Center at 605 Portage Ave, South Bend

11. Community Connections at Families First

SPEAKER: Linda Rohm, Executive Director, Families First Center

Thursday – October 14, 2010

Atrium

12. Victims Perspective

SPEAKER: Roxanne Ultz, MSW, LCSW, Counseling & Development Services
Holy Cross Counseling Group

Tuesday – October 19, 2010

Atrium

13. Reporting and Monitoring

SPEAKER: CASA Staff

(Reports and mock case files due this evening)

Thursday – October 21, 2010

Atrium

14. The Volunteer Role

SPEAKERS: CASA Staff

Tuesday – October 26, 2010

Atrium

15. Pulling It All Together Part I

SPEAKERS: CASA Staff

Thursday – October 28, 2010

Atrium

16. Pulling It All Together Part II

SPEAKERS: CASA Staff

Important Information

Two (2) hours of courtroom experience are required and will be scheduled at your convenience. Court hearings are on Wednesdays starting at 9:30 AM and 1:30 PM. There will be a sign up sheet available at the training classes or call the office.

Prospective CASA Volunteers may not miss more than two (2) training sessions. Volunteers are responsible for all make-up assignments and for obtaining any information they may have missed.

Swearing in will be held on Friday, October 29, 2010, at 9:00 AM. All assignments, paperwork, and mock files must be turned in prior to this date or prospective CASA Volunteer will not be sworn in.

All training sessions with the exceptions of CASIE Center and Families First Center will take place at the Juvenile Justice Center located at 1000 S. Michigan Street, South Bend, and will last approximately two (2) hours. Families First Center will conduct training from 6:00 PM to 8:00 PM due to visitation occurring until 6:00 PM. Please feel free to bring dinner with you. Snacks and drinks will be provided.

If you have questions at any point during the training process please feel free to contact the CASA office at (574) 233-CASA (2272).

