



CASA of Santa Cruz County

Board Member Job Description

Recruitment 2026

Our Commitment

CASA advocates for the best interests of children and youth under the jurisdiction of the juvenile court due to experiencing abuse or neglect, being justice involved or experiencing chronic truancy. We are in an exciting transition to expand our support to children, youth, babies and families to just after court involvement with the goal of helping prevent trauma, strengthening families, and creating better paths forward for young people.

TERM	STATUS	ACCOUNTABLE TO
2 years; renewable up to 6 years total	Volunteer	Board President & Board of Directors

About CASA Board Members

Board members of CASA of Santa Cruz County provide leadership, governance, and community ambassadorship. They help guide the organization's strategic direction, ensure compliance with legal and regulatory requirements, and support the financial sustainability of programs serving children, youth, and families involved in juvenile dependency, juvenile justice, and truancy court, as well as youth and families at risk of juvenile court involvement.

CASA welcomes a broad range of perspectives and actively encourages people with lived experience relevant to the children, youth, families, and systems we serve to apply. We also encourage people of color, Latinx individuals, LGBTQ+ community members, and others who bring perspectives that strengthen our governance and community connection.

Time Commitment

Board meetings are held 10 months per year on the second Monday from 6:00–7:30 PM. Members also serve on at least one committee, attend the annual retreat, and support CASA events. Estimated annual commitment is approximately 40–45 hours, with involvement varying by role and interest.

Please review the Board Member Time Commitments document included with this Job Description for additional detail.

Key Responsibilities

Governance & Oversight

- Ensure CASA programs comply with laws, regulations, and National CASA standards
- Review and approve policies, bylaws, strategic plans, and annual budgets
- Monitor financial health, risk management, and insurance coverage
- Support and evaluate the Executive Director, including succession planning
- Maintain accurate records of board and committee activities

Leadership & Participation

- Attend monthly board meetings, annual retreat, and committee meetings (max 2 unexcused absences)

- Serve on at least one committee: Fund Development, Finance, Board Development, or Executive
- Attend board trainings, board development activities, and CASA events
- Mentor and support new board members
- Maintain confidentiality and complete annual conflict of interest disclosure

Fundraising & Resource Development

- Make a personal gift that is meaningful to you; there is no minimum required
- Support CASA by connecting with potential donors, stewarding relationships, and helping raise resources
- Attend and support fundraising and awareness events

Community Ambassadorship

- Represent CASA publicly and advocate for children, youth, and families served by CASA, including those involved in or at risk of juvenile court involvement
- Speak at community events and CASA gatherings as needed
- Stay informed about trends in child welfare, juvenile justice, truancy, and services supporting children, youth, and families

Qualifications & Expectations

- 18+ years old; able to complete the application, references, and interview process
- Commitment to CASA's mission, values, and advocacy for children, youth, and families
- Active participation in board governance, fundraising, and events
- Supportive of equity, inclusion, and a positive organizational culture
- Collaborative, professional, and community-minded
- Willingness to complete required criminal and child abuse history background checks before beginning Board service
 - We encourage applications from community members with lived experience. However, we are required to apply to Board candidates the disqualification standard in California Rule of Court 5.655(e)(5) for CASA volunteers: candidates who have been convicted of, or have current charges pending for, a felony or misdemeanor involving a sex offense, child abuse, or child neglect are not eligible for Board service.

Current Skill Needs

ONE OR MORE — NOT ALL

We welcome candidates who bring one or more of the experiences or areas of expertise below. You do not need to meet every current skill need to apply.

Lived Experience

CASA actively welcomes candidates who have been under the jurisdiction of the juvenile court system. Lived experience is valued and can strengthen governance, strategy, and accountability.

Fund Development

Experience in fundraising or donor stewardship; strong community connections; and/or interest in hosting or helping organize events that build awareness and resources.

Finance — CPA Highly Preferred

Certified Public Accountant (CPA) is highly preferred. MBA, Financial Advisor, or equivalent financial experience is also valued. Ability to review budgets and financial statements and support sound fiscal management, investments, risk mitigation, and financial policy.

How to Apply

Please submit the following by September 30, 2026:

- Completed CASA Board Member Application
- Current résumé

Submit to

Humanresource@casaofsantacruz.org

Recruitment Timeline

Key dates for applicants:

Date	What candidates need to know
Sept. 9	Applications open
Sept. 30	Application and résumé due
Approximately Oct. 12–23	Candidate interviews
Anticipated date Nov. 9	Board election of successful candidates
Anticipated date Jan. 11, 2027	Successful candidates begin Board service

Please note dates are subject to change to accommodate needs of program.

CASA of Santa Cruz County Commitment

CASA provides equal volunteer opportunities without regard to age, race, ethnicity, national origin, color, religion, gender, gender expression, sexual orientation, disability, or any other protected status. We are committed to creating a diverse and inclusive board to better serve our youth, families, and community.