



CUYAHOGA COUNTY OFFICE OF THE PUBLIC DEFENDER

Chief Public Defender – Cullen Sweeney

Parent Advocate Job Posting

Job Title: Parent Advocate

(Youth and Parent Defense Division)

Reports to: YPDD Social Work Supervisor

Salary: \$50,014.40(Grade 5)

Public Defender Office
Juvenile Justice Center
9300 Quincy Avenue

Hours: 8:30 a.m. – 4:30 p.m.
Monday through Friday

OVERVIEW:

The Cuyahoga County Public Defender's Office seeks a positive, organized, flexible, thoughtful and dedicated Parent Advocate (PA) to join our interdisciplinary team to assist, mentor, advocate for families with Children and Family Services (CFS) involvement. Parent Advocates collaborate with social workers and lawyers as part of an interdisciplinary team representing the parent. The PA advocates for and with the client both inside courtrooms, and with service providers, CFS and other stakeholders in the child welfare system.

RESPONSIBILITIES:

- ✓ Attending CFS Staffings, Family Team Meetings and Semi-Annual Reviews with and as an advocate of the client
- ✓ Engaging and assessing client needs
- ✓ Maintaining regular communication with the client
- ✓ Communicate effectively with DCFS caseworkers and service providers
- ✓ Supporting client engagement with relevant programs as required by their case plans (substance abuse, anger management, domestic violence, parenting, mental health services or other services as needed)
- ✓ Accompanying clients to appointments throughout the community to ensure seamless access to services.
- ✓ Working collaborative with clients, lawyers, social workers and other advocates
- ✓ Conducting home and program visits including those between client and child as necessary
- ✓ Advocating for client within the team and to other stakeholders
- ✓ Attending court hearings as needed
- ✓ Participating in community events and meetings related to the work of the Cuyahoga County Public Defender or any other assignments given by the Public Defender's Office.





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QUALIFICATIONS

- ✓ Any of one of the following levels of education and experience will suffice: Two years of case management /advocacy experience OR One year practical experience and an Associate's Degree
- ✓ Personal and/or professional experience with Children and Family Services strongly preferred
- ✓ Ability to work well independently and collaboratively with lawyers, non-lawyers, and court and agency staff
- ✓ Experience working in and with racially and socioeconomically marginalized communities
- ✓ Commitment to social justice and defending the rights of parents charged with abuse, neglect or dependency
- ✓ Demonstrated understanding of the issues of race and poverty as they relate to parents'
 - experiences in the system
- ✓ Excellent interpersonal and communication skills
- ✓ Knowledge of Cuyahoga County community-based resources
- ✓ Valid drivers license

APPLICATION PROCEDURE:

All application packets must be submitted no later than 4:30 p.m. on **Friday September 19, 2025** and must include the following:

- A cover letter responsive to the following question:
 - How do you engage a client resistant to services?
 - Discuss the value of engaging a client in the community
- Resume
- Three references

Materials should be addressed and delivered by mail, or email to:

sm-pd-employment@cuyahogacounty.gov

Chief Public Defender Cullen Sweeney
Cuyahoga County Public Defender's Office
c/o Deputy Office Administrator Ashley Williams
310 Lakeside Avenue, Suite 400
Cleveland, Ohio 44113

Reasonable accommodation is available to all employees and applicants. If you have a disability that needs to be accommodated, please contact the Department of Human Resources/ADA Coordinator at (216) 443-7190.

Equal Opportunity Employer – Smoke-free and Drug-free workplace.

All job offers are made with the understanding that prospective employees pass a drug test and a criminal background investigation prior to being hired.



310 W. Lakeside Avenue, Suite 400, Cleveland, OH 44113 (216) 443-7223, Fax (216) 443-3632

<http://publicdefender.cuyahogacounty.us/>