

Request for Qualifications

Contract Guardian Ad Litem Title 26

RFQ 2017

Thurston County, Olympia, WA

Thurston County Superior Court Family and Juvenile Court (FJC) is seeking statements of qualifications to enable the selection of a group of individuals to serve as Guardians Ad Litem on the Title 26 GAL Contract. This contract includes providing professional Family Law Guardian Ad Litem (GAL) services in contested family law matters involving indigent parties following appointment.

In all cases assigned by the Court, the GAL is required to represent the best interests of the child for whom the GAL is appointed, maintain independence, conduct herself or himself professionally, avoid conflicts of interest, maintain client confidentiality, conform to ethical standards, and treat all parties with respect. Investigate and collect relevant information pertaining to the issues before the Court. The investigation may include interviews, observation, and review of all pertinent documents, including past criminal records. The GAL shall prepare and submit written investigative reports with supporting conclusions and may make recommendations. The GAL shall testify in court as needed. The GAL will not participate in settlement conferences but must be available to attend Court, including trial.

All GAL services are to be performed in a timely manner and shall be performed in accordance with the orders of the Court, court rules, and statutes.

Qualifications

- Graduation from High School;
- Successful Completion of Title 26 Guardian Ad Litem Training;
- Pass a background check and in good standing;
- Must have a minimum of two years of practice as GAL/CASA or equivalent work experience.

Preferred Qualifications

- Specific training related to issues potentially faced by children in dissolution, custody, paternity, and other family law proceedings;
- Specific training or education related to child disability or developmental issues;

HOW TO APPLY:

Interested individuals must submit the following:

1. Letter of Interest: Not exceeding three pages, summarizing experience, qualifications and reasons for applying. Include: legal name, street address, city, state, zip code, daytime phone number, email address, signature.
2. Resume: Current resume, include all positions past 10 years.
3. Thurston County GAL Application found at <http://www.co.thurston.wa.us/fjc/guardians-ad-litem/documents/GAL-Application.pdf>
4. Demonstrated Writing Skills: A copy of a solely authored recent writing sample.
5. Reference Information: Please provide the name and contact information for 3 professional references.
6. Proof of Title 26 GAL Registry Completion. A printout or screenshot of your Title 26 GAL Registry Certificate will suffice.
7. Submit completed application packet by 5:00 p.m. on Friday, June 9, 2017 to:

Pam Hartman Beyer, Court Administrator
Thurston County Superior Court
2000 Lakeridge Drive SW
Olympia WA 98502

Applications packets postmarked by Friday, June 9, 2017 will be considered a timely submission.

Submitted materials should be prepared simply and economically, providing a straightforward, concise description of capabilities to satisfy the requirements of the request.

Recruitment Contact: Pamela Hartman Beyer (360) 786-5559

EQUAL EMPLOYMENT

County is committed to affirmative recruitment and diversity in employment opportunity. It is the policy of Thurston County to provide equal opportunity to all persons seeking or having access to its employment, services and activities, which is free from restriction based on race, color, religion, national origin, age, sex, marital status, veteran status, sexual orientation or disability. Applicants with disabilities who need accommodation with the application or selection process should contact the ADA Coordinator, Human Resources, at (360) 786-5498 or TDD (360) 754-2933.

The County reserves the right to reject any or all qualifications and not issue a contract relating to this request.