CASA VOLUNTEER APPLICATION

CASA Court Appointed Special Advocates FOR CHILDREN

Please complete entire application.

Date

How did you hear about the CASA program?

General Information

Last Name_____

First Name _____

Middle Initial _____

Sex Ethnicity Marital Status

Contact Information

Phone & Email -

Home _____ Work _____ Cell _____

Preferred Contact Cell Email Address _____

Would you like to receive emails from CASA? Yes

Emergency Contact Person _____

Emergency Phone Number _____

Addresses -

Home address_____

City_____State_____Zip_____ County_____

Mailing address (if different from above)

_____

City_____State_____Zip_____

Years at current home address <1 If less than 7 years, list previous address

_____

City_____State_____Zip_____

Employment Information

Please choose any of the following statuses that apply ◯ Military ◯ Student

Type of Employment _____

If applicable -

Employer_____Position_____

Length of employment <1 Year

Work address_____

City_____State_____Zip_____

Education/Skills Information

Please select highest level completed Some High School

Language(s) ☐ English ☐ Chinese ☐ French ☐ German ☐ Korean ☐ Spanish ☐ Vietnamese

Select any training or experience (salaried or volunteer) in any of the following categories:
(NOTE: None is required to be a CASA Volunteer.)

◯ Child care
◯ Child development
◯ Child welfare
◯ Education
◯ Arts/graphics
◯ Fundraising
◯ Drug/alcohol treatment programs
◯ Health/mental health
◯ Counseling/psychology
◯ Public speaking
◯ Social work
◯ Human resources
◯ Criminology/law enforcement
◯ News/media
◯ Writing/editing
◯ Juvenile court
◯ Advertising/public relations
◯ Law

Describe any additional experiences that may be applicable to CASA.

List current and previous volunteer service and length of service.

_____

Have you ever been involved with another CASA program? _____

If yes, which CASA program(s)?_____

If applicable, what was your role? _____

Have you ever worked for the juvenile court? _____

Have you ever worked for the Dept. of Family & Children Services or Child Protective Services?

_____

Have you ever been a foster parent? _____ Currently? _____

List any charges, arrests, and/or convictions, ***other than traffic violations***, and list dates, county/state, and disposition of each. (An applicant having a charge or conviction for a crime involving a sex offense, child abuse or neglect or related acts that would pose risks to children or the CASA program's credibility is disqualified as a CASA volunteer. Applicants with other misdemeanor or felony charges or convictions that would not pose a risk to children or negatively affect the credibility of the CASA program will be considered on a case-by-case basis considering the time passed since the incident and the level of rehabilitation.)

Have you ever had a case with, or investigation performed by, the Department of Family and Children Services? Yes If yes, please explain:

Training Information

When can you attend CASA training? Please check available times:

	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.
Morning	☐	☐	☐	☐	☐	☐	☐
Afternoon	☐	☐	☐	☐	☐	☐	☐
Evening	☐	☐	☐	☐	☐	☐	☐

If relevant, please choose any specific days when you cannot attend:

◯ Monday ◯ Tuesday ◯ Wednesday ◯ Thursday ◯ Friday ◯ Saturday ◯ Sunday

Do you prefer to work w/a particular age group? Yes If yes, please choose ages:

◯ 0-2 ◯ 3-5 ◯ 6-8 ◯ 9-12 ◯ 13-15 ◯ 16-18

Yes

Do you have access to transportation?

Yes

Do you have a driver's license?

If yes, license number _____ State of License _____

☐ I affirm I have automobile insurance.

References

Please list names and contact information of 4 people (2 professional – salaried or volunteer work – and 2 personal – *no family members, please*). If currently employed, please list supervisor first.

Name_____

Address _____City _____State _____Zip _____

Daytime phone_____ Relationship_____

Email address_____

Name_____

Address _____City _____State _____Zip _____

Daytime phone_____ Relationship_____

Email address_____

Name_____

Address _____City _____State _____Zip _____

Daytime phone_____ Relationship_____

Email address_____

Name_____

Address _____City _____State _____Zip _____

Daytime phone_____ Relationship_____

Email address_____

Essay Questions

Please briefly answer the following questions. (Two to four sentences each is sufficient.)

Why do you want to be a CASA volunteer?

What role should society play in protecting children while also preserving families?

Please write an autobiographical statement.

As a CASA volunteer, I will be willing to do the following: (please check each box for "Yes")

- ☐ Commit a minimum of 12 – 24 months to being a CASA volunteer (determined by CASA program)
- ☐ Participate in the CASA program's 30+ hour volunteer training
- ☐ Participate in 12 hours of continuing education training annually
- ☐ Visit in person with the child(ren) to whom I may be assigned at least monthly
- ☐ Prepare written reports to the court with guidance from CASA staff
- ☐ Participate and attend court hearings and meetings on my child's case during business hours
- ☐ Record and turn in a monthly log of my activities on my case
- ☐ Disclose any criminal charge(s) if brought against me while serving as a CASA volunteer

AFFIRMATION AND RELEASE

I hereby affirm that the information contained in this application is correct and accurate to the best of my knowledge. I understand that this information will be used in determining my eligibility as a Court Appointed Special Advocate, as well as to support any ongoing involvement with CASA. I understand that completing this application or gaining acceptance into the training does not of itself guarantee confirmation that I will be sworn in as a CASA volunteer or be appointed to a case and that such a decision is made after the entire screening and training process have been successfully completed. I further understand that both the CASA program and I have the ability to individually or mutually terminate this relationship at any point. This decision may occur at any time in the screening process, including after the interview or during the training, or after I am sworn in as a CASA volunteer. Any knowingly false or misleading statements or omissions made on this application or otherwise stated during the screening process shall be automatic grounds for dismissal.

I understand that the CASA program will protect and maintain my personal information. Information is collected and stored for purposes related to the recruitment, screening, training and retention of CASA volunteers and will not be sold to third parties.

Upon successful completion of my screening, training and acceptance as a volunteer, I understand that I will be expected to serve as an advocate for a length of time* as agreed upon/discussed with the CASA program personnel. If unforeseen circumstances prevent me from fulfilling this obligation, I will provide as much notice as possible and follow any procedures for notice, release and return of case-specific information, both digital and physical.

I am aware that I may have access to sensitive information during training and court observation. During training, I will be provided with detailed information about how to protect and maintain confidential documents, reports, evaluations and other material in my capacity as a CASA volunteer to avoid any unauthorized disclosure.

**Varies by program, generally 12-24 months*

_____ _____

Signature Date

The criteria used in the selection of CASA volunteers are designed to ensure that the individual is able to meet the responsibilities of a CASA volunteer.

Note: Two additional attachments are part of the application: (1) Background Investigation Policy including a Disclosure and Authorization Form and (2) Photo Release