



# VOLUNTEER APPLICATION

A child's voice.  
A child's life.  
Lifted up.

Thank you for your interest in Court Appointed Special Advocates for Children (CASA). Information on this form will help us assess your qualifications to serve as an advocate volunteer. It is the policy of CASA to obtain the best qualified applicants. We do not discriminate on the basis of race, color, national origin, age, disability, gender, marital status, familial status, parental status, religion or sexual orientation. Please read the directions carefully and complete all sections of this form as thoroughly as possible. All information provided by you will be held confidential. If your application is accepted, you will be contacted and a personal interview will be scheduled

## About You

Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Street Address (if different) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email Address \_\_\_\_\_

Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_

Race/Ethnicity \_\_\_\_\_ Social Security # \_\_\_\_\_

Marital Status \_\_\_\_\_ Spouse's Name \_\_\_\_\_

Number of Children \_\_\_\_\_ Ages \_\_\_\_\_

Emergency Contact Person \_\_\_\_\_

Relationship \_\_\_\_\_ Number \_\_\_\_\_

Driver's License Number \_\_\_\_\_ Issuing State \_\_\_\_\_

Expiration \_\_\_\_\_ Name of Insurer \_\_\_\_\_

Have you ever served as a CASA volunteer before?  Yes  No If yes, where? \_\_\_\_\_

Have you ever applied to CASA before?  Yes  No If yes, where? \_\_\_\_\_

## Employment

Employment Status:  Full-time  Part-time  Student  Retired  Not employed

Present Occupation \_\_\_\_\_

Present Employer \_\_\_\_\_

Employer's Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip \_\_\_\_\_

Prior employment during the past ten years (please complete only if you are unable to attach a resume)

Dates	Employer	Occupation

## Education

	School	Degree
High School		
College		
Graduate		
Other		

## Skills and Community Engagement

Do you have training or experience in any of the following?

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Medicine                   | <input type="checkbox"/> Child Development | <input type="checkbox"/> Marketing and Public Relations |
| <input type="checkbox"/> Psychology                 | <input type="checkbox"/> Child Welfare     | <input type="checkbox"/> Social Media                   |
| <input type="checkbox"/> Mental Health              | <input type="checkbox"/> Child Care        | <input type="checkbox"/> Media Relations and Writing    |
| <input type="checkbox"/> Counseling                 | <input type="checkbox"/> Special Education | <input type="checkbox"/> Public Speaking                |
| <input type="checkbox"/> Alcohol and Drug Addiction | <input type="checkbox"/> Law Enforcement   | <input type="checkbox"/> Fundraising and Development    |
| <input type="checkbox"/> Social Work                | <input type="checkbox"/> Criminology       | <input type="checkbox"/> Graphic and/or Web Design      |

Do you speak any languages other than English?  Yes  No If yes, which? \_\_\_\_\_

Hobbies and Special Interests: \_\_\_\_\_

List your community activities and memberships in clubs, religious and professional groups and other organizations:

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Describe any paid or volunteer work experience that relates to CASA and working with children:

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### **Availability**

One of our goals at CASA is provide stability and consistency to children engaged in the foster care system. We strive to assign an advocate volunteer who will stay with a child's case through to resolution. Are you willing to commit to at least 18 months of service?

Yes  No

An initial training of approximately 35 hours is required. Can you commit to this?

Yes  No

Advocate volunteers must complete 12 hours of continuing training each year. There are several ways to do this. Can you commit to this?

Yes  No

As an advocate volunteer, you will need to attend periodic court hearings for the child or children to whom you are assigned. Advance notice, generally four weeks or more, is provided. Will you be able to arrange your schedule to attend these hearings?

Yes  No

Describe any personal or employment constraints that may restrict or limit your availability:

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### **Your Household**

Please list all persons over the age of 13 living in your home. Provide full name, relationship and age. Continue on back if necessary.

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**References**

Please list three references. Ideally, at least one should be an employer. Though non-relatives are best, one may be relative if there is no other option. CASA will contact these individuals on your behalf.

Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

How do you know this person? \_\_\_\_\_

Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

How do you know this person? \_\_\_\_\_

Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

How do you know this person? \_\_\_\_\_

Have you at any time been convicted of any crime?

Yes  No If yes, please explain: \_\_\_\_\_

Have you ever been charged specifically with child abuse or neglect?

Yes  No If yes, please explain: \_\_\_\_\_

Have you ever been the subject of an indicated report of child abuse or neglect with the New York State Registry of Child Abuse?

Yes  No If yes, please explain: \_\_\_\_\_

**Out of State Residency**

Have you lived outside of New York State during any part of the past ten years?

Yes  No If yes, what state(s)? \_\_\_\_\_

## Narrative

Please respond to each of the following in short paragraph or essay form on a separate piece of paper. This may be printed or typed.

- 1) Tell us about yourself in a short autobiography, including what has led you to want to be an advocate volunteer for CASA
- 2) What do you hope to accomplish as a volunteer?
- 3) What do you hope to gain from the experience?

## Waiver and Attestation

I, \_\_\_\_\_ hereby affirm that all of the answers provided on my volunteer application are true. I hereby authorize Court Appointed Special Advocates of Ulster County (CASA) and any law enforcement agency they authorize, to investigate my background, including a Criminal History Record Search and a search of the State Central Registry, to determine my fitness as a potential volunteer. I understand that my application may be rejected if I am found to have been convicted of, or having charges pending for a felony or misdemeanor involving a sex offense, child abuse or neglect, or related acts that would pose risks to children or CASA's credibility.

I understand that the information requested in this application will be used only for the purpose of determining my suitability as an advocate volunteer. Further, I understand that completion of training does not guarantee that I will be assigned a case. If I have successfully completed the training and have met all other requirements and it has been determined that I am a suitable volunteer, I understand that I will be expected to serve a minimum of 18 months. If unforeseen circumstances prevent me from fulfilling this obligation, I will submit my written resignation to the director with as much advance notice as possible.

I am aware of the sensitive and confidential nature of the official documents, reports and other material I will examine in my capacity as an advocate volunteer and representative of CASA. I will discuss these matters only with those persons directly involved in the case or who will be consulted for their professional knowledge and expertise.

I also understand that if for any reason it becomes apparent that my activities are contrary to the policies, goals and/or philosophy of CASA and their desire to provide quality services to abused and neglected children, my services as a CASA volunteer will be terminated.

I attest to the fact that I have never been charged with or convicted of child abuse or neglect or any other crime against a child. I attest to the fact that I have been convicted of no crimes other than those disclosed above (if any).

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*Name (please print)*

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*Signature*

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*Date*

When completed, please return to:

Email: richard@casaulster.org

Mail: Court Appointed Special Advocates for Children, 209 Clinton Avenue, Kingston, NY 12401

*Please note that emailed copies do not need to be signed. An original signature will be obtained from you at the time of your interview.*