



CASA of Shawnee County Volunteer Application



Are you applying to become a CASA Volunteer, CRB Volunteer, or both?

Applicant Information

Name							
Street Address							
Mailing Address							
City		State		Zip Code			
County							
Home Phone							
Cell Phone							
Business Phone							
May you be called at work?							
E-Mail Address							
Social Security Number							
Date of Birth							
Gender							
Race		Ethnicity					
Do you have access to a vehicle?		License Tag #					
Insurance Policy #		Vehicle Insurance Company					
Are you a citizen of the United States?		An Alien Resident?					
How did you hear about CASA?							

Work/Volunteer History

Present Employer/Volunteer Supervisor	
Address	
Phone	
Job Description	
Dates of Employment	

Previous Employer/Volunteer Supervisor	
Address	
Phone	
Job Description	
Dates of Employment	

Previous Employer/Volunteer Supervisor	
Address	
Phone	
Job Description	
Dates of Employment	

Education/Training

Highest level of education completed? Degree & Field of Study	
Other educational/training programs completed?	

Do you have work experience/training/expertise/interest in any of the following areas?

Art/Graphics		Health Care		Criminology	
Child Care		Law Enforcement		Drug/Alcohol Abuse	
Child Development		Mental Health		Education	
Counseling		News/Media		Writing	
Psychology		Public Speaking		Social Work	
Juvenile Court		Foreign Languages		Working with Children	
Social Media		Research		Internet Technology	

If yes to any of the above, please describe:

What business/social/spiritual organizations do you belong to?

What are your hobbies?

Legal History

Note: It is important that you be thorough and honest in giving of these answers. Answers which are found to be untrue may disqualify you as a potential volunteer.

Have you ever been arrested and/or charged of a crime?	Yes or No
Have you ever been convicted of a crime?	Yes or No
Have you ever been placed on a diversion?	Yes or No
Have you ever had a conviction, adult or juvenile, expunged from your record?	Yes or No
Have you ever been involved in a juvenile case as an adult or a child?	Yes or No
Have you ever been the subject of a child abuse/neglect investigation?	Yes or No
Do you have any experience with child abuse/neglect?	Yes or No

If you answered YES to any questions, please explain:

Emergency Contact

Name					
Street Address					
City		State		Zip Code	
Home Phone		Work Phone			
E-Mail Address					

Personal References

Please print names, addresses, and phone numbers of FOUR (4) people who have known you for at least TWO (2) years, who know you well, can address how you relate to children and others, and how well you could fulfill the responsibilities of a CASA. **THE CASA PROGRAM STAFF WILL CONTACT THE REFERENCES YOU LIST. *Please do not include relatives.***

1. Name					
Relationship		Length of Acquaintance			
Daytime Phone					
Address					
City		State		Zip Code	
E-Mail Address					

2. Name					
Relationship		Length of Acquaintance			
Daytime Phone					
Address					
City		State		Zip Code	
E-Mail Address					

3. Name					
Relationship		Length of Acquaintance			
Daytime Phone					
Address					
City		State		Zip Code	
E-Mail Address					

4. Name					
Relationship		Length of Acquaintance			
Daytime Phone					
Address					
City		State		Zip Code	
E-Mail Address					

Notice of Screening Procedures

In order to protect children and provide the court with qualified volunteers, a fingerprint-based national criminal history record investigation will be conducted on every applicant, as well as screening through the Department of Children and Families (DCF) Child Abuse and Neglect Central Registry.

The Office of Judicial Administration will submit the applicant's fingerprints to Kansas Bureau of Investigation (KBI) for a Criminal History Record Inquiry. The KBI will provide a report on the applicant's criminal record investigation to the Office of Judicial Administration. Applicants found to have been convicted of, or charges pending for, a felony or misdemeanor involving sex offense, child abuse or neglect, or related acts that would pose risks to children or the CASA program's credibility will not be approved for service. Applicants who do not provide fingerprints for criminal history background checks will not be approved to serve as a CASA.

The applicant's local CASA program will make inquiries to the Department of Children and Families (DCF) Child Abuse and Neglect Central Registry and registries of other states where the applicant has lived in the past five years. If it is found that DCF or a similar agency in another state lists the applicant as the perpetrator of an act of child abuse or neglect the CASA program will generally disallow certification.

I understand that the information obtained through references and computer and fingerprint checks will be confidential and for the exclusive use of CASA of Shawnee County, Inc.

All information will be held in strict confidence. Criteria used in the selection of a volunteer will be such as to ensure that the individual is able to meet the responsibilities of a CASA. NO INDIVIDUAL WILL BE REJECTED BECAUSE OF RACE, COLOR, RELIGIOUS CREED, NATIONAL ORIGIN, ANCESTRY, GENDER, AGE, DISABILITY OR MARITAL STATUS.

I have read and agree to the above and certify that the information contained in the CASA Volunteer Application is correct and accurate to the best of my knowledge.

Applicant's Signature _____ Date _____

Mailing Address: 501 SE Jefferson, Suite 2002 Topeka, KS 66607

Located at the Ramada Inn Downtown; 2nd Floor, Business Suites

Phone: 785-215-8282 Fax: 785-215-8284

info@shawneecocasa.org
www.casaofshawneecounty.com
www.facebook.com/casashawnee

The mission of CASA of Shawnee County, Inc. is to utilize volunteers to advocate for the best interest of children and youth involved in the court system.

The purpose of this advocacy is to provide a voice for these children in an effort to have informed & expedient decisions made about their futures.

**CASA OF SHAWNEE COUNTY, INC.
501 SE Jefferson, Suite 2002
TOPEKA, KS 66607
(785)215-8282**

VOLUNTEER OATH OF CONFIDENTIALITY

I, _____, accept responsibility as a volunteer of CASA of Shawnee County, Inc., to maintain confidentiality concerning the internal business of CASA of Shawnee County, Inc. and all information pertaining to the cases that are assigned to the agency.

Volunteer Signature

Date

CASA Volunteer Recruiter Signature

Date