



CASA of the 8th Judicial District Staff Application

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 (Hispanic or non-Hispanic)		
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?		

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?	
Other educational/training programs completed?	

Do you have work experience and/or training 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	

If yes to any of the above, please describe:

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 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.

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

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

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 determined ineligible to serve as volunteers based on their criminal history background investigation will have the opportunity to verify their identity with the Kansas Bureau of Investigation. 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.

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 _____