

Youth & Family
CASA Volunteer Application

Today's Date: _____

Name: _____
(First) (Middle) (Maiden) (Last)

	Day	Evening	Saturday
I am interested in classes during			

(Please prioritize your preference using 1, 2, & 3)

If you are you known by other names, please list here _____

Address: _____
City/State: _____ Zip: _____

Phone: _____ Cell: _____

E-Mail: _____

Emergency contact: Name _____ Phone _____

How did you hear about CASA? (If radio, newspaper or event, please tell us where you saw the banner, which radio or television station, what event and which paper.) _____

Education (circle) High School Some College College Grad Post Grad PhD/MD Other

Marital Status (circle) Single Married Widowed Divorced Partner

Name of spouse/partner: _____

Employer _____
Address _____
Phone _____

Children

Names	Age
_____	_____
_____	_____
_____	_____
_____	_____

Please list your current employment. If not employed, list a former employer. Include self-employment. Never been employed

Employer _____
Address _____
Phone _____
How long? _____
Circle Full time Part time

Please list any past or current volunteer experience, hobbies, or interests which enhance your ability to advocate for a child's best interests

Please list any foreign languages and skills that you think that may help

All CASA volunteers must have a valid driver's license and current automobile liability insurance. Volunteers must provide the CASA office with a copy of the most up-to-date liability insurance and a current driver's license in order to process this application.

Do you have access to a car?	Yes	No
Do you have a valid Oklahoma driver's license?	Yes	No
Do you have valid auto insurance?	Yes	No

Have you had any personal experience involving the following?

Department of Human Services including Child Protective Services or Child Welfare

If yes, please describe where and in what capacity

Juvenile court system or Juvenile Services or the Office of Juvenile Affairs

If yes, please describe where and in what capacity

Foster care:

If yes, please describe where and in what capacity

Other agencies offering services to a child:

If yes, please describe where and in what capacity

Please be aware that as a CASA volunteer your primary focus is to advocate for the best interests of abused and neglected children in Pottawatomie County or Lincoln County and ranging in age from birth to 18. These children may find them selves in foster homes and group homes after being removed from their family by Child Welfare.

Our volunteers collaborate with family members, caseworkers, lawyers, therapists, and caregivers such as foster parents, to provide a recommendation to the judge that is in the best interests of the child and includes a safe home.

Our volunteers must be objective and report only facts. It can be difficult but rewarding. Our volunteers work with diverse populations.

Many of our volunteers have full time jobs and also have the flexibility to attend court hearings and meetings during the day.

Our volunteers are expected to visit people involved with the child, attend court hearings, write reports to the court and communicate with all involved in the child's life and in the legal process. These tasks may involve carrying children, walking up stairs, getting to the courthouse, using computers and other similar tasks.

Based on the description above, is there anything that could limit your from performing these required duties? Yes No

If yes, please describe

With your employment situation, would you be able to attend case reviews and court appearances between 8:30am to 6:00 pm? Yes No

How do you feel about working with a child and family from a different income bracket, culture or race?

How do you feel about working with a family whose values are different from yours?

Describe your temperament or personality

Sometimes the system, the bureaucracy or the courts can be frustrating. The system can move slowly; it is not a perfect system; it does not always schedule tasks at your convenience. The lawyers, the social workers, the families and sometimes even the child do not always want a CASA volunteer involved in the situation. How do you think you would react to this feeling of frustration and /or rejection?

What are the strengths and challenges that you would bring to this program? (i.e. background in counseling, legal, bilingual, etc.; challenges such as your health, family obligations, limitations on hours available).

Strengths	Challenges

With what you know about the CASA program, what skills will you need to develop to succeed as a CASA volunteer?

Do you agree to stay with the program for at least one year? Yes No

Please list 3 personal references with at least 1 reference from someone other than a friend or co-worker. For example: minister, rabbi, teacher, employer, therapist, etc. References from relatives are accepted. Please provide complete mailing addresses and telephone number.

Name	
Address	City, State, Zip
Phone	Fax
Email	Relationship

Name	
Address	City, State, Zip
Phone	Fax
Email	Relationship

Name	
Address	City, State, Zip
Phone	Fax
Email	Relationship

I understand that qualities of a successful CASA volunteer include interpersonal skills, compassion, punctuality, and reliability. I further understand that if concerns arise CASA reserves the right to *reject an applicant at any time*, including during training process or after certification.

The criteria used in the selection of volunteers are designed to ensure that the individual is able to meet the responsibilities of a CASA volunteer. No individual is rejected because of race, color, religious creed, national origin, gender, or disability. CASA is guided in practice and policy by Youth & Family's values, which include embracing change, challenge and diversity.

I understand that all information provided to and obtained by CASA is held in the strictest of confidence. However CASA may disclose to other agencies and organizations that utilize volunteers, the fact that I applied for and served or did not serve as a CASA volunteer. Furthermore, all information

obtained by CASA is the sole property of Youth & Family, and shall not be available to me or to anyone outside Youth & Family except as described above. I understand and agree that I am not obligated if called upon to become a CASA volunteer and that CASA is not obligated to assign or actively seek to assign a child to me.

As a CASA volunteer, I will be willing to:

	Yes	No
Participate in the CASA volunteer training program		
Participate in further training as offered to active volunteers in the program		
Visit in person with the child(ren) to which I may be assigned		
Prepare written reports to the court with guidance and assistance from CASA		
Participate in and attend court hearings and meetings on a child's case		
Record and turn in a monthly log of my activities on my case		

Due to the nature of the CASA volunteer's responsibilities and contacts, a criminal background check of all applicants will be conducted through the Oklahoma State Bureau of Investigation, the Oklahoma Department of Public Safety and any other agency or entity CASA may utilize to assist in the investigation. CASA will process your information with the Oklahoma Department Human Services to check for any history with Child Protective Services. Additionally, a fingerprint-based FBI record check may be conducted for applicants who have lived outside the state during the past five years.

Potential and existing CASA volunteers are required to cooperate with this background and criminal record investigation. No person is considered qualified who has had prior convictions for child abuse or neglect, or related acts that would pose a risk to children or to the program's credibility. In addition to those listed in the Youth & Family Policy Manual, volunteer candidates will be eliminated for consideration based on, but not limited to, the following guiding principles:

1. Registered sex offenders.
 2. Convictions of crimes against children.
 3. Convictions of violent acts.
 4. Persons who have had felony convictions involving a motor vehicle in the last 10 years.
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1. Persons with charges pending for child abuse and neglect, sexual assault, and violent offenses may be considered only after dismissal of the charges or a not guilty finding by a court of competent jurisdiction.
 2. Persons with charges pending for drug offenses may be considered only after dismissal of the charges or a not guilty finding by a court of competent jurisdiction.
 3. Any other offense that could hurt the credibility of Youth & Family or CASA will be considered on a case-by-case basis.

I hereby certify that the information in this application is correct and accurate to the best of my knowledge, and I authorize inquiries of the above named and any secondary references concerning my suitability as a CASA volunteer. I understand that the CASA program will hold all the information in strict confidence and use only for determining my suitability as a volunteer unless otherwise stated.

I hereby acknowledge that I have been informed that Youth & Family conducts background investigations to obtain information on criminal history and Child Protective Services involvement I understand that by refusing to sign this release of information for any of the background checks or submitting to fingerprinting, if required, CASA will reject my volunteer application. Please sign and date if you understood the background check policy.

Signature

Date

Print name