





Other Members of Household. Names/ Relationship:

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**EMPLOYMENT HISTORY**

List your last three places of employment (the first being your PRESENT employer):

<b>Name of Company:</b>	<b>Phone</b>	<b>Supervisor</b>
<b>Description of Job:</b>		
<b>Name of Company:</b>	<b>Phone:</b>	<b>Supervisor</b>
<b>Description of Job:</b>		
<b>Name of Company:</b>	<b>Phone:</b>	<b>Supervisor</b>
<b>Description of Job:</b>		

**EDUCATION**

Circle highest completed:

High School: 9 10 11 12      College: 1 2 3 4      Graduate: 1 2 3 4

Major: \_\_\_\_\_ Degree: \_\_\_\_\_

Currently enrolled in School? \_\_\_\_\_ Part or Full Time? \_\_\_\_\_ Exp. Grad. Date? \_\_\_\_\_

**VOLUNTEER OR OTHER RELATED EXPERIENCE**

<b>Organization's Name:</b>	<b>Total hrs. worked</b>	<b>Telephone</b>
<b>Address (number, street, city, state, and zip code)</b>		<b>Type of Work</b>
<b>Briefly outline major duties</b>		<b>Job Title</b>
		<b>Supervisor's Name</b>

APPLICANT INITIALS: \_\_\_\_\_



Organization's Name:	Total hrs. worked	Telephone
Address (number, street, city, state, and zip code)		Type of Work
Briefly outline major duties		Job Title
		Supervisor's Name

Do you give CASA of the South Plains, Inc. permission to obtain information regarding your previous volunteer experience from above agencies? \_\_\_ Yes \_\_\_ No

**REFERENCES**

Please provide COMPLETE contact information (name, address, city, state, zip) for three non-family references that have known you for at least 1 year. Please do not list a relative or a significant other.

1. Name \_\_\_\_\_ email: \_\_\_\_\_  
Address \_\_\_\_\_
2. Name \_\_\_\_\_ email: \_\_\_\_\_  
Address \_\_\_\_\_
3. Name \_\_\_\_\_ email: \_\_\_\_\_  
Address \_\_\_\_\_

**PERSONAL**

1. List any community groups in which you are presently active (professional association, faith communities, service organizations, etc): \_\_\_\_\_

2. Do you have any training or experience in any of the following:
- |                     |                  |                                  |
|---------------------|------------------|----------------------------------|
| ___ Medicine        | ___ Education    | ___ Advertising/Public Relations |
| ___ Mental Health   | ___ Criminology  | ___ Drug/Alcohol Abuse Programs  |
| ___ Counseling      | ___ Psychology   | ___ Law Enforcement              |
| ___ Child Care      | ___ Writing      | ___ Child Development            |
| ___ Child Welfare   | ___ Social Work  | ___ News Media                   |
| ___ Public Speaking | ___ Art/Graphics | ___ Newsletters                  |

3. Have you or your family had personal/professional experience with: (If yes, explain, additional space on back, if needed):

APPLICANT INITIALS: \_\_\_\_\_



Child abuse:  Yes  No; \_\_\_\_\_

Foster care:  Yes  No; \_\_\_\_\_

Juvenile court system:  Yes  No; \_\_\_\_\_

Child Protective Services:  Yes  No; \_\_\_\_\_

Other Protective Services:  Yes  No; \_\_\_\_\_

Counseling or Therapy:  Yes  No; \_\_\_\_\_

Details: \_\_\_\_\_

4. Have you ever applied to this or any other CASA Program in the past?  Yes  No

5. Have you ever applied w/ another organization that works w/ children?  Yes  No

6. Were you accepted?  Yes  No (please give name (s) of organization (s) & year: \_\_\_\_\_

7. Do you expect any change in marital status, employment, place of residence to take place within the next year:  Yes  No Explain: \_\_\_\_\_

8. Please explain any yes answers below:

Are you now, or have you ever received counseling:  Yes  No

Have you ever been hospitalized for an emotional problem:  Yes  No

Do you now or have you ever had a substance abuse problem:  Yes  No

Are you now or have you ever received treatment for substance abuse:  Yes  No

Do you have any health impairments:  Yes  No

If yes to any give details (addition room on back if needed): \_\_\_\_\_

<b>CRIMINAL</b>
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*CASA of the South Plains, Inc. will ask all applicants to complete a criminal records background check, which will reveal any arrest, charge or conviction. Please respond to the following questions so that this history can be discussed and evaluated.*

Have you ever been arrested/charged and/or convicted of a misdemeanor:  Yes  No

Have you ever been arrested/charged and/or convicted of a felony:  Yes  No

Have you ever been or are you currently on probation:  Yes  No

Have you ever been or are you currently on parole:  Yes  No

APPLICANT INITIALS: \_\_\_\_\_



Have you ever been convicted of a traffic violation: \_\_\_Yes \_\_\_No

Have you ever had any DWI arrests, charges, or convictions: \_\_\_Yes \_\_\_No

Have you ever had your driver's license revoked or suspended: \_\_\_Yes \_\_\_No

Have you ever been arrested/charged or convicted of any sexual misconduct: \_\_\_Yes \_\_\_No

Explanation: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**EQUAL OPPORTUNITY STATEMENT**

It is the policy of CASA of the South Plains, Inc. to implement affirmatively equal service to all clients without regard to race, religion, sexual orientation, group, age, gender or national origin.

**CASA of the South Plains Pre-Service Screening Policy**

I am interested in becoming a CASA volunteer and know of no reason why I should not be assigned a child in the program. I am aware the children in the CASA program have been abused, neglected or abandoned by adults, & since I do not want to be another disappointment to a youngster, I agree to a minimum commitment of one year (5-15 hours per month) to the child (ren) to whom I am assigned.

**As an applicant to CASA of the South Plains I understand and acknowledge that:**

1. I understand that I must interview with CASA of the South Plains staff prior to being considered for acceptance into this program.
2. As part of CASA's policy, additional personal information will be gathered during the pre-interview process: application, 3 letters of reference, copies of current driver's license, valid auto insurance. In addition,
3. A Child Abuse/Neglect Central Registry check and a criminal background check will be run on each applicant. The following will exclude an applicant from becoming a CASA of the South Plains volunteer: Criminal history (including guilty pleas, pleas of no contest, acceptance of deferred adjudication, and charges, whether pending or not, and regardless of whether an offense is classified as a felony or misdemeanor) involving violence, child abuse or neglect, or sex- or drug-related offenses of an individual or of someone with whom the individual resides or regularly comes into contact, as well as any criminal history involving offenses classified as felonies, will preclude an individual from serving as a volunteer and may preclude an individual from serving as an employee. Driving While

APPLICANT INITIALS: \_\_\_\_\_



Intoxicated convictions (including guilty pleas and pleas of no contest) or charges may disqualify individuals from positions involving driving.

4. I understand that participation in the pre-service volunteer training is required and essential, and including at least 30 hours of training.
5. I am aware that the Pre-Serve Training Class is part of the screening process, and that acceptance to participate in Training does not guarantee that I will be sworn in as a CASA or that I will be assigned to a case. I further understand that either CASA or I can choose to discontinue my involvement in the Training/Screening process at any time without further obligation on the part of either party. Should either CASA of the South Plains or myself discontinue my involvement with CASA of the South Plains during the training session, I am required to return the volunteer training manual.
6. Attendance to the pre-service training: I understand that I will be required to make-up any missed training session before I can qualify to be sworn in or volunteer with CASA of the South Plains. In addition should it become necessary for me to miss a session, will make every effort to notify the training facilitator prior to the missed session.

**As an applicant to CASA of the South Plains I FURTHER understand and acknowledge that:**

7. I am not obligated, if called upon, to accept a case herein applied for and that;
8. CASA is not obligated, if called upon, to actively seek to assign me a case, and that;
9. I understand that I will need to carry liability insurance on my car. I agree to maintain this minimum liability insurance throughout my participation with CASA. I understand that I must have proof of liability insurance in the CASA volunteer file, and that;
10. As part of CASA's policy, additional personal information will be gathered during the pre-interview process, and that;
11. CASA of the South Plains retains the right to refuse any individual they feel would not be in the best interest of the program and further, CASA is not required to state reason (s) for non-acceptance into the program, and that;
12. CASA of the South Plains will hold all information in the volunteer's file in the strictest of confidence. Such information becomes the property of CASA of the South Plains Inc. and that;
13. I give permission to CASA of the South Plains to release information about my application, acceptance, and/or participation in this program to any other CASA program to which I may apply in the future.

I have truthfully responded to all of the questions on this application. I understand that completing and returning this application does not automatically guarantee that I will be accepted for CASA of the South Plains, Inc. Program. I understand that if, during the process and background checks, something is found that is not on the application that could be automatic grounds for not being accepted into the CASA program.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

APPLICANT INITIALS: \_\_\_\_\_