

Kansas CASA Volunteer Application



Volunteer Role you are applying for:

Date:

Applicant Information:

Full Legal Name				Preferred Name		
Date of Birth		Cell Phone			Home Phone	
Work Phone				May you be called at work?		
Address						
E-Mail Address						
Do you have access to a vehicle?	Select one	Driver's License #				
Vehicle Insurance Company				Insurance Policy #		
Are you a citizen of the United States?				Lawful Permanent Resident?		

Other Adults (18+) Living in the Home:

Use a separate sheet if necessary.

First & Last Name				Relationship		
First & Last Name				Relationship		
First & Last Name				Relationship		

Employment & Educational/Training History:

Please list employers for the past seven years. Use a separate sheet if necessary.

Present Employer/Volunteer Supervisor					
Address				Phone	
Job Title			Dates of Employment		
Previous Employer/Volunteer Supervisor					
Address				Phone	
Job Title			Dates of Employment		
Previous Employer/Volunteer Supervisor					
Address				Phone	
Job Title			Dates of Employment		
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 you answered YES to any questions, please describe:

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Legal History:

Note: It is important that you be thorough and honest in giving these answers. Answers which are found to be untrue may disqualify you as a potential volunteer. Select yes or no.

Have you ever been arrested and/or charged with a crime?	
Have you ever been convicted of a crime?	
Have you ever been placed on a diversion?	
Do you have any charges or crimes pending resolution?	
Are you under investigation for any crimes?	
Have you ever had a conviction, adult or juvenile, expunged from your record?	
Have you ever been involved in a juvenile case as an adult or a child?	
Have you ever been the subject of a child abuse/neglect investigation?	
Do you have any experience with child abuse/neglect?	

If you answered YES to any questions, please explain:

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Emergency Contact:

Name		Relationship	
Address		Email Address	
Phone		Work Phone	

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 volunteer or board of director volunteer. The CASA program staff will contact the references you list. DO NOT INCLUDE RELATIVES.

Name		Relationship	
Length of Acquaintance		Daytime Phone	
Address			
E-Mail Address			

Name		Relationship	
Length of Acquaintance		Daytime Phone	
Address			
E-Mail Address			

Name		Relationship	
Length of Acquaintance		Daytime Phone	
Address			
E-Mail Address			

How did you hear about the CASA program?

If you answered other, please explain:

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CASA Volunteer Training:

Please tell us the earliest you could begin training (Month and Day)?

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Please tell us the best time of day for you to participate in training (2+ hours at a time)?

Screening Disclosures:

In order to protect children and provide the court with qualified volunteers, the following screenings will be conducted on every applicant: a fingerprint based national criminal history investigation, a screening through the Department of Children and Families (DCF) Child Abuse and Neglect Registry, a national sex offender registry check, a local criminal history inquiry, and a social security verification. Other screenings may be required. Screening will be completed upon initial application and every four years. The applicant must complete all required authorization forms to be eligible to serve as a CASA volunteer or board of director member. Refusal to complete authorization forms will prohibit an applicant from certification. The applicant's criminal history will be reviewed in each country, state, and county the applicant has lived or worked in the last seven years.

A national sex offender registry check may be conducted on other adults living in the home.

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, any felony as an adult, any misdemeanor which is a sex offense, a crime against public morals, a crime affecting family relationships and children, assault, battery, crime against the public peace, crimes against persons, crime against public safety, crimes involving controlled substances, or an attempt to commit any such misdemeanor, adjudicated as a juvenile offender because having committed an act which, if done by an adult, would constitute a misdemeanor, entered into a diversion agreement involving a charge of child abuse or a sexual offence, or was convicted or adjudicated of any act 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 volunteer or board of director member. Any applicant with pending charges is not eligible unless and until the charges have been dismissed or the individual is found not guilty.

All information is held in strict confidence. Screening is a continuous process and an applicant may be denied certification at any time before or after certification. Criteria used in the selection of a CASA volunteer will be such as to ensure that the individual is able to meet the responsibilities of a CASA volunteer. Criteria used in the selection of a board of director volunteer will be such as to ensure that the individual is able to meet the responsibilities of a board of director volunteer.

No individual will be rejected based on race, ethnicity, national origin (ancestry), color, religion (creed), gender, gender identity, gender expression, sexual orientation, disability or physical challenge. CASA and its programs are committed to complying with the Americans with Disabilities Act, when applicable.

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. I understand that the program executive director may deny certification of an applicant.

Applicant's Signature		Date	
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