



Court Appointed Special Advocates VOLUNTEER APPLICATION

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(PLEASE PRINT)

I am interested in (select your preferences): Winter Training (Jan-Feb) Spring Training (April-May) Summer Training (Jul-Aug) Fall Training (Oct-Nov) *I prefer/am available for: Daytime hours Evening hours

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone (home): _____ (work): _____

Cell Phone: _____ E-mail: _____

Have you ever lived outside Texas? Yes No

Date of Birth: ____/____/____ Place of Birth: _____

Marital Status: Single Married

If presently married, give spouse/partner's name and occupation:

Name: _____

Occupation: _____

Children's Name	Date of Birth	Gender
_____	_____	_____
_____	_____	_____
_____	_____	_____

Do you drive? Yes No

Do you have an automobile available to you? Yes No

How would you describe your health? Excellent Good Fair Poor

Your Education: (Please Circle highest completed)

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

Major/Degree: _____

Are you presently enrolled in school? Yes No

List your hobbies or interests:

WORK HISTORY – Provide complete information.

Name of current or most recent employer: _____ Phone: _____

Address: _____ City: _____ State: _____ Zip: _____

Dates: From ___/___/___ To ___/___/___ Supervisor’s Name: _____

Job Title/Brief Description of work: _____

List your other current or past community activities and membership in clubs, churches, or other organizations:

Languages Spoken: _____

Advocates spend on average of 10-15 hours per month on their cases. While they are able to work some of their cases after hours and on weekends, there are specific responsibilities that **require** availability during business hours: court hearings every 3-4 months, case meetings (minimum 2 per year), parent-child visitation (2-4 times per month), and phone calls to professionals related to the case. Does your work and/or personal schedule allow for this availability? Yes No

Please explain: _____

Do you have any formal training or work experience in any of the following?

Clerical	Mental Health	Counseling
Psychology	Child Development	Drug/Alcohol programs
Child Care	Child Welfare	Social Work
Education	Criminology	Law Enforcement
News Media	Writing	Advertising
Public Speaking	Other _____	

If you answered yes, please describe: _____

Are you available to complete 30 hours of initial volunteer training? Yes No

Most of our children are placed in foster homes, group homes or residential treatment centers out of Denton County. Can you see yourself visiting a child in one of these placements? Yes No

CASA Advocates typically also work with the family of the children they serve. Can you see yourself interacting with the child’s family? Yes No

CASA of Denton County provides ongoing training for their volunteers throughout the year. Advocates are required to complete 12 hours of continuing education per year. Are you willing to attend 12 hours of ongoing training per year? Yes No

Have you ever been accused, arrested, charged AND/OR convicted of a crime? If yes, please briefly explain. Yes No

(Use additional pages if needed)

Have you OR a family member ever had a history of CPS involvement of any kind? If yes, please briefly explain.
(Use additional pages if needed)

Yes No

How does your name appear on legal documents such as background checks?

First: _____ Middle: _____ Last: _____ Suffix: _____

How would you like your name to appear on CASA of Denton County, Inc. records?

First: _____ Middle: _____ Last: _____ Suffix: _____

Have you had personal experience involving any of the following?
(Please give details)

1. Child Protective Services as either a parent or professional:

2. Courts/Legal Experience:

3. Drug/Alcohol Use/Abuse:

4. Psychotherapy/Counseling:

5. Foster Care:

6. Child abuse (emotional, sexual, physical, neglect):

How did you learn about the CASA program? Provide as much detail as possible.

<input type="checkbox"/>	Family	<input type="checkbox"/>	Internet	<input type="checkbox"/>	Texas/ National CASA: _____
<input type="checkbox"/>	Friend	<input type="checkbox"/>	Presentation/Speaker	<input type="checkbox"/>	Media Source: _____
<input type="checkbox"/>	Booth/ Display	<input type="checkbox"/>	Flyer	<input type="checkbox"/>	Fundraiser
<input type="checkbox"/>	Internship	<input type="checkbox"/>	Agency/Professional	<input type="checkbox"/>	Other: _____

Detail:

Please tell us why you want to become a CASA advocate: _____

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(RELATIVES CANNOT BE USED AS REFERENCES. **Please fill out completely!**)

1. Name: _____ Email: _____
Address: _____ City: _____ State: _____ Zip: _____
Phone: _____ Relationship: _____ Years Known: _____

2. Name: _____ Email: _____
Address: _____ City: _____ State: _____ Zip: _____
Phone: _____ Relationship: _____ Years Known: _____

3. Name: _____ Email: _____
Address: _____ City: _____ State: _____ Zip: _____
Phone: _____ Relationship: _____ Years Known: _____

4. Name: _____ Email: _____
Address: _____ City: _____ State: _____ Zip: _____
Phone: _____ Relationship: _____ Years Known: _____

APPLICATION AND RELEASE

I, _____, hereby affirm that all of the answers provided on my volunteer application are true. I hereby authorize the CASA of Denton County program to investigate my background to determine my fitness as a potential volunteer. This includes contacting references provided by me, conducting a criminal background check, a social security verification check, a driver’s record check and a child abuse registry check through the Texas Department of Protective and Regulatory Services.

I understand that the information requested in this application will be used only for the purpose of determining suitability as a CASA volunteer. The first six months of my participation in the CASA program will be considered probationary. I also understand that if for any reason it becomes apparent that my activities are contrary to the policies, goals, and/or philosophy of the CASA program and their ability to provide quality services to abused and neglected children, my services as a CASA volunteer will be terminated.

I am aware of the sensitive and confidential nature of the official documents, reports and other material I will examine in my capacity as a volunteer. I will discuss these matters only with those persons directly involved in the case, or who will be consulted for their professional knowledge and expertise.

I further understand that knowledge gained through volunteer service at CASA of Denton County may not be used for personal profit, profit for friends or family, to obtain a child for adoption, or for any other personal gain or benefit.

CASA of Denton County, Inc. policies and CASA standards including those in the CASA volunteer advocate policy handbook must be honored. CASA staff members may issue additional, reasonable volunteer work rules, if such are required.

I understand that falsification of any information hereby given will invalidate my participation with CASA of Denton County.

Signature

Date

Please write a one-page autobiography. Feel free to write anything you desire. This is only used to get to know you better.

Lined area for writing an autobiography.

CASA is an equal opportunity agency and does not discriminate against any individual, employee, applicant, volunteer or client on the basis of race, color, national origin, religion, gender, sexual orientation, age or disability. CASA will recruit, train and hire staff and volunteers legally eligible to work in the United States without regard to citizenship, ethnic background, or place of national origin. CASA will follow federal immigration regulations in effect for hiring decisions for staff and for volunteers.

PRE-SERVICE TRAINING AND SERVICE AGREEMENT

1. I understand that Pre-Service Volunteer Training is required, and that I must complete training in order to be sworn in as an Advocate.
2. I understand that I am expected to attend all sessions, and that any missed classes or assignments from training must be made up with self-study and/or individual session(s) with the facilitator. No more than 2 make-ups will be allowed.
3. I am aware that Pre-Service Training is part of the screening process, and that my acceptance into a training class does not guarantee that I will be sworn in or assigned a case. I further understand that either CASA or I can choose to discontinue my involvement in training at any time without further obligation, except the prompt return of any training materials I have been given.
4. Further, I understand that after the successful completion of my training, I will be expected to serve on at least one case in the CASA program. If unforeseen circumstances prevent me from fulfilling this obligation, I will submit my written resignation to the Program Director with as much advance notice as possible.
5. I understand that during my time as a CASA volunteer, I am expected to attend all court hearings associated with my case as well as submit court reports in a timely manner as instructed by my supervisor.

Signature

Date

Congratulations, you have completed the application!

Thank you for taking time out of your busy schedule to complete the CASA of Denton County volunteer application. We look forward to working with you!

Please include the following with your application:

1. The **TDFPS (CPS) Background Check Information Collection Form**
2. Copy of your **current Texas Driver's License**
3. Copy of your **current Auto Insurance card**

If you have an out-of-state driver's license, please be aware that we will need a copy of your Texas License prior to assigning you to a case.

Applications can be submitted by:

- **Email:** Debbie Jensen, Training and Recruitment Coordinator, djensen@casadenton.org
- **Mail or Drop Off:** 614 N. Bell Avenue, Denton, TX 76209
- **Fax:** 940-243-1605

