



NEWPORT NEWS CASA VOLUNTEER APPLICATION

Return the completed application to glaspellam@nnva.gov or mail to 230 25th Street Newport News VA 23607

PERSONAL DATA:

Full Name: _____ Social Security Number: ____-____-____

Address: _____ Date of Birth: _____

Telephone # (Home): _____

Previous Address: _____ Telephone # (Work): _____

(If you have lived at another address in the last 7 years) May we call you at work? Yes No

Telephone # (Cell): _____

E-mail Address: _____

In case of an emergency call: _____
(Name) (Phone)

Gender: Male Female Are you at least 21 years of age? Yes _____ No _____

Ethnicity: African American Asian Caucasian Latino Native American Multi-Racial

Primary Language: English French Other Signing Spanish German

Secondary Language: English French Other Signing Spanish German

EDUCATION:

Check highest grade completed: 1 2 3 4 5 6 7 8 9 10 11 12 GED

College: _____ Dates Attended: _____

Area of Study/Degree Earned: _____ Date Completed: _____

WORK EXPERIENCE: (Current & Previous)

Employment Status: Full-time Part-time Student Not Employed Retired Volunteer

Company Name: _____

Position: _____ Supervisor: _____

Dates Employed: _____

Work Address: _____

City: _____ State: _____ Zip Code: _____

Work Telephone: _____ Work Email: _____

Company Name: _____

Position: _____ Supervisor: _____

Dates Employed: _____

Work Address: _____

City: _____ State: _____ Zip Code: _____

Work Telephone: _____ Work Email: _____

SKILLS & INTERESTS:

List your skills (i.e. typing, computer knowledge, fundraising, public speaking, certifications, training):

List your interests (i.e. reading, traveling, shopping):

List previous volunteer experience and community affiliation you have (i.e. church, volunteer program, school)

REFERENCES:

CASA policy requires the applicant to FORWARD REFERENCES to THREE individuals who are familiar with your work performance and request that it be returned to the above address as soon as possible. The forms will be provided at the volunteer interview.

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Please attach an additional sheet if further space is needed to fully answer the following questions.

Have you ever applied or worked as a CASA volunteer in another community? Yes No
If so, please provide the name of the program and location.

How did you become aware of the Newport News CASA program? _____

	Yes	No
Are you able to complete a <u>minimum</u> of 35 hours of initial training? <i>(*Volunteers also have to maintain 12 hours of continuing education per year.)</i>	<input type="checkbox"/>	<input type="checkbox"/>
Can you commit to a <u>minimum</u> of 12-24 months to the CASA program?	<input type="checkbox"/>	<input type="checkbox"/>
Are you able to make contact with a child <u>at least</u> twice monthly?	<input type="checkbox"/>	<input type="checkbox"/>
Are you able to participate in court hearings and case related meetings?	<input type="checkbox"/>	<input type="checkbox"/>

If you answered "No" to any of the last three questions, please list other ways you can volunteer: _____

Do you have regular access to a computer (at least 3-5 times per week)? Yes No

Do you have a valid driver's license and car insurance? Yes No

Do you have regular access to a car in order to drive to meetings, court hearings, etc.? Yes No

Have you had any traffic violations in the past five years? Yes No

If yes, please explain: _____

Have you ever been investigated, charged with or convicted of a crime? Yes No
(Please include any & all convictions).

If yes, please explain and give approximate dates: _____

Have you ever been the subject of a child abuse/neglect investigation? Yes No

If yes, please explain: _____

Is there any fact or circumstance involving you or your background that would call into question your appropriateness to work with children? Yes No

If yes, please explain: _____

Have you received services from community groups such as social services, domestic violence shelters, mental health institutions, court services, etc. Yes No

If yes, please explain: _____

AUTOBIOGRAPHY:

In essay form, please write your responses to the following questions in a separate document. Writing is vital to fulfilling the role of a CASA volunteer and it is carefully considered. Keep the essay between 1-2 pages.

- What attracted you to CASA and how will your personal strengths make a difference for children who have been abused and/or neglected?
- What was your family life like when you were growing up? How were you rewarded and/or disciplined? What are your family relationships like today? If you are a parent, what is your parenting style?
- Briefly explain what role society should play in protecting children and helping families overcome hardships such as child abuse, substance abuse, domestic violence, mental illness, financial distress, etc.
- What is your understanding on the needs of children in the foster care system and the impact of separation and loss? How do you think the system could improve outcomes for children in foster care?
- Define and describe how the following characteristics are important for quality representation of children: objectivity, collaboration, cultural competence, and flexibility.

DISCLOSURE STATEMENT:

I hereby certify that all statements made on this application are true to the best of my knowledge. I understand that an interview will be required as part of the screening process and that my acceptance into the program is contingent upon all phases (i.e. background & reference checks, orientation, and attendance of all Pre-Service trainings).

By signing this application, I understand that it is not guaranteed that I will be accepted by Newport News CASA. I authorize inquiries to be made concerning my employment and character for the purpose of determining my suitability as a volunteer. I further understand that my signature authorizes the Newport News CASA program to complete a background investigation through local Police Departments and the Department of Social Services as well as the National Background Check and as well a Social Security number verification. All information will be held in the strictest confidence. I understand that by refusing to sign the release of information, this application will be rejected.

Criteria used in the selection of volunteers will ensure that the individual is able to meet the responsibilities of a Court Appointed Special Advocate. Applications will not be rejected because of race, color, religious creed, national origin, sex, age or marital status. Applicants can submit a request to program staff to review or revise information in their volunteer record.

Applicant's Signature

Date

Once completed, submit the application via email, fax, or direct mail:

Newport News Court Appointed Special Advocates (CASA), Inc.
Attention: Newport News CASA Staff
230 25th Street Newport News, VA 23607
Phone: (757) 926-3642 Fax: (757) 926-6924
Email: glaspellam@nnva.gov Website: www.nncasa.org