



**Court Appointed Special Advocates of
Mendocino & Lake Counties**
- A MEMBER OF THE NATIONAL CASA ASSOCIATION -
327 N. State St., Ste. 204, Ukiah, CA 95482
Phone: 707-463-6503
FAX: 707-463-4624
E-mail: casamc@pacific.net

BOARD APPLICATION

PERSONAL INFORMATION

Name: _____ Birth Date: _____

All other alias' (maiden names; etc.) _____

Mailing Address: _____

Street Address (if different from mailing): _____

How long at this address? _____ Email Address: _____

Home Phone: _____ Cell Phone: _____

Prior Address (if at current address less than 3 years): _____

_____ How long? _____

Driver's Lic. #: _____ State: _____ Expiration Date: _____

Current Employer: _____ Hire Date: _____

What is your normal Work Schedule? _____

Position/Title: _____ Phone: _____

Employer Address: _____

Supervisor/Contact: _____ May we contact you at work? Yes ___ No ___

Previous Employer: _____ How Long? _____

Position/Title: _____ Phone: _____

Employer Address: _____

Supervisor/Contact: _____ Dates Employed: _____

POSITIONS INTERESTED IN WITH CASA (Check all that apply):

- | | | |
|---|---|---|
| <input type="checkbox"/> Board Member | <input type="checkbox"/> Child Advocate | <input type="checkbox"/> PR Committee Member |
| <input type="checkbox"/> Fundraising Committee Member | <input type="checkbox"/> Office Support | <input type="checkbox"/> Specific Fundraising/Project Support |

EMERGENCY NOTIFICATION

Contact Name: _____ Relationship: _____

Contact Phone #: _____ Alternate Phone #: _____

Contact Address: _____

EDUCATION

Highest level of education completed (circle one): High School Some College College Degree Post Grad

Are you currently enrolled in any classes? Yes No If so, for how many hours each week? _____

If a college degree was attained, what level and in what area: _____

What language(s) do you speak? _____

Describe any education, training or other experiences you believe prepared you for the positions you have selected:

Have you or anyone in your family ever had any involvement with the juvenile court? Yes _____ No _____

Have you ever been convicted of a felony or a misdemeanor? Yes _____ No _____

If "Yes", please explain: _____

PERSONAL REFERENCES

Please provide four references, **with complete mailing addresses**, who have known you **at least three years** and who are **not related to you**. They should be able to describe your personal and/or professional capacity to work as a CASA volunteer. **At least one reference must be from an employment or volunteer experience.**

1. Name _____ Relationship _____

Mailing Address _____

Email Address _____ Telephone _____

2. Name _____ Relationship _____

Mailing Address _____

Email Address _____ Telephone _____

3. Name _____ Relationship _____

Mailing Address _____

Email Address _____ Telephone _____

4. Name _____ Relationship _____

Mailing Address _____

Email Address _____ Telephone _____

COURT APPOINTED SPECIAL ADVOCATE

PLEDGE OF CONFIDENTIALITY

The California Penal, Welfare & Institutions Codes emphasize the importance of keeping (Court) records confidential. As a volunteer or employee in the CASA office, you will have access to confidential information about the children and families we serve. It could involve prior arrest records and other pertinent facts and data. All of this information is confidential. **IT CANNOT BE SHARED WITH ANYONE.**

If you are a student and you are doing this as a class project, you can report what is happening, but you cannot give any information that would identify the child or other people involved. This is important to remember, as it is a misdemeanor offense to give out any of this information.

I promise that I shall hold in confidence all pertinent information. I will not violate the confidential relationships between CASA, its volunteers related agencies, Courts and all parties interviewed. I will not remove from the CASA office any written records or copies of records.

I accept full responsibility for maintaining the confidential and private nature of all records and information. I understand that I am personally responsible and liable for any violation of this agreement.

Full Name (please print)

Date

Signature

Witness (Executive Director)

AUTHORIZATION & AGREEMENT

By my signature below I understand that CASA of Mendocino & Lake Counties may contact the references listed above as well as other supervisors or employers shown in this application in the process of pre-screening my application to become a CASA volunteer. I hereby give my permission to make such contact, and agree to release CASA of Mendocino & Lake Counties from any claims arising from such investigation. I understand and agree that by submitting this application, I am authorizing CASA of Mendocino & Lake Counties to make inquiries concerning my suitability as a volunteer, including a check for any past criminal record.

I understand that in order to participate as a Court Appointed Special Advocate program volunteer, the following items are required. As indicated by my initials after each item, I hereby voluntarily agree to:

- Submit to a criminal index and investigative background check? _____
- Allow CASA to enroll me in a Department of Motor Vehicles record check program? _____

The information requested in this application and such as may otherwise be obtained will be used only for the purpose of determining suitability as a volunteer. All information will be held in confidence.

Applicant Signature

Date

Criteria used in the selection of volunteers will be such as to ensure that the individual is able to meet the responsibilities of a Court Appointed Special Advocate (CASA). No individual will be rejected because of race, color, religious creed, national origin, sex, age or marital status. Any applicant found to have been convicted of, or having charges pending for a felony or misdemeanor involving a sex offense, child abuse or neglect, or related acts that would pose risks to children or the CASA program will be rejected.