



Court Appointed Special Advocate Program Volunteer Application CASA of Yellowstone County

Initial Instructions

Thank you for taking the time to complete our application. CASA of Yellowstone County requires that each volunteer is at least 21 years old, attend an information session, and complete this application before scheduling an interview. Volunteer placement is a selection process, and not all applicants are accepted into the program. Your completion of this application does not obligate CASA of Yellowstone County to accept you into the volunteer training program.

Once you have completed this application, you can:

1. Email an electronic copy to Emily Gaudreau, Development Director:

emily@yellowstonecasa.org

2. Drop your paper application off at the CASA office:

1201 Grand Ave., Suite 5,
Billings, MT, 59102

3. Mail it to:

Emily Gaudreau
CASA of Yellowstone County
PO Box 688
Billings, MT 59103.

Application for Volunteer CASA Program

Please Print or Type

Legal Name	Date of Birth		
Preferred Name	Gender	Ethnicity / Race	
Mailing Address	City	State	Zip
Street Address (If different from mailing address)	City	State	zip
E-mail Address	Home Phone	Cell Phone	
Emergency Contact Person	Relation	Cell Phone	



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Employment Information

Occupation Status

Full Time Part Time Retired Student Other

Name of Employer (if applicable)

Job Title

Education Information

Highest Year of School Completed

Field of Study

Languages You Speak Fluently

List current and previous volunteer or community activities

Name of agency or
activity

Brief description of duties and activities

Dates of service



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

Advertising/Marketing	Drug or Alcohol Abuse Programs	Medical Field
Child Care	Education	News Media
Child Development	Fundraising	Other Agency Skill
Child Welfare	Foster Care	Public Speaking
Counseling	Graphic Arts	Social Work
Court System	Law Enforcement	Writing
Other:		

Please describe any ways you have worked with children.

Are you willing to commit 18 to 24 months to CASA? Yes No

How did you learn of the CASA program?

Personal History

Have you had any experience with child abuse or neglect in your immediate family or social circle? Yes No

If yes, how do you think those experiences would impact you as a Court Appointed Special Advocate?



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CASA cannot accept applicants who have been convicted of a felony, crimes against children, sexual assault, kidnapping, or exploitation of an elderly or disabled person. CASA cannot accept applicants convicted in the last five (5) years for any violent misdemeanor, drug related offense, or DUI. Applicants with other convictions will be considered on a case-by-case basis considering the time passed and other factors.

Have you ever been convicted of a crime? Yes No

If yes, please complete the section below.

Charge	Date of disposition	Location of incident

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Please describe why you would like to be a Court Appointed Special Advocate:



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Additional Information / Expectations

Please initial each statement to indicate that you have read and understand it.

_____ I am over 21 years of age.

_____ I am not a current foster parent.

_____ I will notify CASA of Yellowstone County of any potential conflicts of interest.

_____ I understand and acknowledge that CASA of Yellowstone County is not obligated to accept me into the volunteer training program by submitting this application.

_____ I understand that I am expected to complete 8 weeks of pre-service training consisting of 3 hours of class time and 2 hours of prework each week before I am appointed to a case.

_____ Upon being appointed to a case, I will be expected to serve approximately 5 to 15 hours per month for at least 18 to 24 months.

_____ If I am accepted to the CASA program, I will participate in on-going supervision and continuing education, cooperating fully with staff, and adhering to organizational policies and procedures.

_____ I have a valid driver's license and have access to an insured vehicle.

_____ I have access to a personal computer and the internet.

_____ I understand and agree that CASA of Yellowstone County retains the right to refuse any individual the organization determines would not serve the best interests of children or the program.



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Affirmation and Release

I, the undersigned, hereby affirm that all the answers provided on my volunteer application are true.

I understand that the information requested in this application will be used only for the purpose of determining suitability as a CASA volunteer. If unforeseen circumstances prevent me from fulfilling this volunteer role, I will alert the CASA program with as much advance notice as possible.

I am aware of the sensitive and confidential nature of the official documents, reports, and other materials I will examine in my capacity as Court Appointed Special Advocate. I will maintain confidentiality at all times.

CASA of Yellowstone County provides equal employment opportunities to all applicants and employees based on qualifications and abilities without regard to race, color, creed, religion, sex, age, marital status, national origin, veteran status, disability, sexual orientation, or any other protected status. This policy applies to recruitment and placement, promotion, training, transfer, retention, rate of pay, and all other details and conditions of employment.

Name (please print)

Date

Signature