

JACKSON COUNTY CASA

Volunteer Application

A member of the Jackson County CASA staff will contact you within 5 business days of receiving your application to schedule an interview.

After submitting your application, if you have not been contacted in the stated time frame, or if you have any questions, please call the CASA office, 816-842-2272 ext. 204.



JACKSON COUNTY CASA VOLUNTEER APPLICATION

FAX COVER SHEET

(USE TO SUBMIT CASA VOLUNTEER APPLICATION, IF PREFERRED)

OR MAIL TO:

Jackson County CASA
625 E. 26th Street
Kansas City, MO 64108

Main number (816) 842-2272

Send to: Jackson County CASA	From:
FAX to: (816) 842-7788	Date:
Attn: Volunteer Applications	Total pages, including cover:
Questions regarding training may be answered by visiting our website or contacting Karrie Krumm, Program Director, at 816-842-2272 ext. 204.	

Comments:

This fax cover sheet is provided for your convenience in submitting your CASA volunteer application form.

Speak Up for a Child[®]
For information on volunteering as a Court Appointed Special Advocate,
or to make a donation to Jackson County CASA,
call (816) 842-2272 ext. 0, or visit our website at www.jacksoncountycasa-mo.org

OVERVIEW OF THE PROGRAM

A Court Appointed Special Advocate, also known as a CASA, is a trained community volunteer, sworn in by a judge or commissioner, who is appointed by Jackson County CASA to advocate for an abused and neglected child in the Jackson County Family Court system. The CASA volunteer and the Guardian ad Litem (GAL), a staff or volunteer attorney, work together as a team to represent the child's best interests. The attorney is the legal expert – the CASA is the "expert" on the child and the child and family's situation. Each volunteer is assigned to work with a CASA case supervisor who provides skilled consultation, information, direction, support and evaluation of the volunteer's work.

- ✓ **Time commitment – Training:** 30 hours of pre-service volunteer training which includes class time, observation of court proceedings, reading assignments, and homework.
- ✓ **Time commitment – Continuing Education:** 12 hours of continuing education per year.
- ✓ **Time commitment - Case:** Duration of child's case or one year, whichever is greater. Monthly average of 6-10 hours (depends on size and complexity of case, case timeline, and needs of child)
- ✓ **Area served by Jackson County CASA includes all of Jackson County, Missouri:** Kansas City, Independence, Lee's Summit, Raytown, Sugar Creek, Blue Springs, Grandview, Lone Jack, etc.

THE CASA VOLUNTEER HAS AN IMPORTANT ROLE IN THE CHILD'S LIFE.

- ✓ **Investigator** – review documents; conduct personal and/or telephone interviews with child, family and other interested parties; locate, examine, and assess relevant facts in the case.
- ✓ **Protector** – ensure that the child's physical, psychological, developmental, educational, social and legal needs are being met by the individuals, agencies, and organizations responsible for his/her care and well-being.
- ✓ **Voice** – attend and participate in hearings and meetings to advocate for the child and represent the child's best interests.
- ✓ **Monitor** – carefully monitor the court orders and case plans concerning the child and family to ensure compliance, and that services remain timely and appropriate; be pro-active on the child's behalf; be a "mover and shaker" if needed to ensure the child's best interests are being served.

THE CASA VOLUNTEER HAS IMPORTANT RESPONSIBILITIES.

- ✓ Visit the child on a regular basis, at minimum, once a month.
- ✓ Communicate regularly with key figures in child's life.
- ✓ Attend court proceedings and meeting concerning the child and family.
- ✓ Maintain regular contact with the CASA case supervisor, at minimum, once a month.
- ✓ Work as a team member with the CASA case supervisor and staff/volunteer attorney.

CASA volunteer applicant screening process requirements

1. Be at least 21 years of age.
1. Complete a written application which includes information about educational background and training, employment history and experience working with children.
2. Submit the names of 3 or more references of persons unrelated to the applicant.
3. Authorize Jackson County CASA to conduct reference, criminal records and child abuse/neglect registry checks; and successfully pass such background checks.
4. Attend and participate in a personal interview or interviews with Jackson County CASA program staff.
5. Attend all required pre-service training.

CASA volunteer applicant selection criteria – grounds for rejection of volunteer application

1. Refusal to sign release of information for appropriate background checks.
2. Conviction 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's credibility.

I acknowledge that I have read the foregoing overview, volunteer roles and responsibilities, screening process requirements, and grounds for rejection of volunteer application.

Signature: _____ **Date:** _____



JACKSON COUNTY CASA VOLUNTEER APPLICATION

Current Employer Name and Address: _____

Current Position/Job Title: _____ Work Hours: _____

Length of employment: _____

If not currently employed, please provide name and address of your most recent employer: _____

Length of employment: _____

EDUCATION (please check): High School/GED Some College College Post-Graduate

Field of collegiate study: _____ Other education (Please explain): _____

REFERENCES: *(If employed, include current supervisor. Please list 3 references – NO RELATIVES.)*

Circle One	NAME	MAILING ADDRESS & PHONE NUMBER (Street, Apt.#, City, State, Zip; Include area code)	RELATIONSHIP
Ms. Mrs. Mr. Dr.			CURRENT SUPERVISOR (IF EMPLOYED)
Ms. Mrs. Mr. Dr.			
Ms. Mrs. Mr. Dr.			

Have you ever been charged/plead guilty to or been convicted of any criminal act in this state or any state?
 Yes No *(If you answered yes, please provide date, city, state, county, and circumstances (identify charges))*

Have you ever been substantiated as a perpetrator in any child abuse or neglect report made to the Missouri Department of Social Services or any other state?
 Yes No *(If you answered yes, please provide date, city, state, county, and circumstances (identify charges))*

IMPORTANT NOTICE - Standards for National CASA Association Member Programs regarding rejection of applicants:

Standard VIII. B. 7. states, "A volunteer applicant is rejected by the CASA Program if he/she refuses to sign a release of information for appropriate law enforcement checks."



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Standard VIII. B. 8. states, "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's credibility is not accepted as a CASA volunteer."

How did you learn about CASA? (Indicate one):

- United Way Volunteer Center Flier CASA Board Member
 Friend/Relative Billboard CASA Volunteer
 Internet/Website Newspaper (*Specify which paper*) _____
 Radio (*Specify which station*) _____ Employer Sponsored Program (Please explain)

Other (Please explain):

What experience(s) have you had with children? _____

Have you or any member of your immediate or extended family been involved in, or are currently involved in, an abuse/neglect, delinquency, guardianship, adoption or any other matter in the Jackson County Family Court? If yes, please provide details about who is involved, the type of case, and expected date of resolution, if known.

Why would you like to become a CASA volunteer? (Use additional page if necessary) _____



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Is there anything else you'd like to tell us about yourself? _____

Volunteer interviews are conducted at the CASA Administrative Office, 2546 Holmes Road, Kansas City, MO 64108

THANK YOU FOR YOUR INTEREST IN ADVOCATING FOR ABUSED AND NEGLECTED CHILDREN IN JACKSON COUNTY, MISSOURI.



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Responding to questions on this page is *optional*. Any information provided will be helpful to Jackson County CASA in volunteer recruitment and fund development planning. No information is sold or shared to outside organizations. Thank you!

APPLICANT'S NAME: _____

1) **Optional:** Please provide us with the name and address of anyone you think may like to receive information about our program.

Name	
Address	
Phone	
Name	
Address	
Phone	
Name	
Address	
Phone	

2) **Optional:** Can you suggest any groups that might be interested in helping us achieve the mission of serving more children? (e.g. employer, community group, church, etc.)

Organization or Company Name	
Contact Person	
Address	
Phone	
Organization or Company Name	
Contact Person	
Address	
Phone	
Organization or Company Name	
Contact Person	
Address	
Phone	

3) **Optional:** Jackson County CASA sometimes has a need for special volunteer assistance. Do you, or someone you know, have skills/hours to donate in areas such as clerical, computer, carpentry, electrical, etc.? If so, please note below:
