



Court Appointed Special Advocates (CASA) Minnesota
Volunteer Application Form
also available online at www.casamn.org/volunteerapplication.htm

Contact information

Name: _____

Phone (day): _(_____)_____ Phone (evening): _(_____)_____

Phone (mobile): _(_____)_____ Email address: _____

Street address: _____

City: _____ State: _____ Zip: _____ - _____

Emergency contact: _____ Relationship: _____

Emergency contact phone: _(_____)_____

You must be at least 21 years old to apply. Are you at least 21 years of age? Yes No

Are you a licensed, insured Minnesota driver? Yes No License number: _____

Please indicate the primary county in which you desire to serve as a Guardian ad Litem/CASA:

- Carver, Dakota, Goodhue, Le Sueur, McLeod, Scott, and/or Sibley Counties (First Judicial District)
- Hennepin County (Fourth Judicial District)
- Ramsey County (Second Judicial District)
- Blue Earth, Brown, Cottonwood, Faribault, Jackson, Lincoln, Lyon, Martin, Murray, Nicollet, Nobles, Pipestone, Redwood, Rock, and/or Watonwan Counties (Fifth Judicial District)

Are you interested in serving in any other locations? Please comment: _____

Do you have special needs which may necessitate reasonable accommodations in the interviewing process or in performing the essential functions of the position for which you are applying? Yes No

If yes, please explain: _____

Volunteer experience

Please explain briefly why you are interested in becoming a Guardian ad Litem/CASA, Court Appointed Special Advocate for Children:

How did you hear about this opportunity? _____

Have you attended an information session? Yes No

Have you ever served as an advocate for any person or group in a position other than a Guardian ad Litem/CASA, Court Appointed Special Advocate for Children? Yes No If yes, please explain:

Have you ever served as Guardian ad Litem or CASA, Court Appointed Special Advocate for Children? Yes No If yes, please answer the following questions:

When? Please be specific about dates: _____

For how long? _____

Where? Please list the state and county or counties: _____

What kind of cases did you work with? Family Juvenile Other—please explain:

What was the average caseload that you carried? _____

Have you ever been involuntarily discharged or terminated from a Guardian ad Litem or CASA program or training? Yes No If yes, please explain:

Have you ever been denied the opportunity to enlist in a Guardian ad Litem or CASA training program? Yes No If yes, please explain:

Have you had any personal experience with the child welfare system? Yes No If yes, please explain:

Have you had any personal experience with the family court system? Yes No If yes, please explain:

If you have been an attorney, have you ever been revoked or suspended? Yes No If yes, please explain:

Please describe your previous volunteer experience. If you require more room, please use the back of this page.

Organization name	Organization address	Organization phone	Supervisor's name	Start date	End date	Your role & responsibilities

Special skills & experience

Please list any special skills, interests, committee work, community work, community affiliation, spoken languages other than English, American Sign Language (ASL), or other experience that may assist you in carrying out the responsibilities of a Guardian ad Litem or CASA:

What experience (personal and/or professional) do you have that you believe qualifies you to share your opinion regarding children and families? Please be sure to list any relevant experience working with children and families.

Please note any professional licenses or certification, including license numbers:

Employment history

Please briefly describe your employment history. If you require more room, please use the back of this page.

Company or organization	Address	Phone	Supervisor's name	Start date	End date	Your role & responsibilities

Educational background

Please briefly describe your educational background, listing your most recent education first. Be sure to include your high school or GED. If you require more room, please use the back of this page.

School	City & State	Country	Area of study	Degree, diploma, or certificate earned	Start date	End date

Training & availability

Will you be available for court appearances during the day? Yes No

Can you see yourself visiting with a family in their home to gather information? Yes No—please explain:

Are you available to complete 40 hours of Pre-Service Training?

Yes No I already completed my training—please explain below:

When: _____

Where: _____

Are you able to serve as a CASA/Guardian ad Litem for at least the next 18 months? Yes No—please explain:

Can you participate in 12 hours of mandatory ongoing training per year? Yes No—please explain:

References

Please provide one personal and two professional references from individuals who have knowledge of your work or volunteer experience. Please do not include family members.

Personal reference							
Name	Relationship to you	Street address	City	State	Zip	Phone	Email address

Professional references							
Name	Relationship to you	Street address	City	State	Zip	Phone	Email address

Consent

I submit that the statements and data provided in this application are true and complete to the best of my knowledge. I understand that all statements are subject to verification and that an intentional falsification or omission of information on this application may disqualify me from being considered for a volunteer position or may result in my future dismissal from the program. I give my permission to the Guardian ad Litem and CASA programs in the Judicial District to which I am applying to inquire about my qualifications and background. I understand that this reference check may be done by phone or in writing and I am aware it may include present and past employers in addition to the personal and professional references that I have provided.

Yes No

Signature: _____ Date: _____

Privacy

We value your privacy. If you choose to share with us your personal information using this application, a written letter, a fax, or an email, we will not share your information with anyone other than members of the Guardian ad Litem and CASA programs except as necessary in the course of the application process described in the "Consent" section above.

Submitting this application

To submit this application to your local CASA/Guardian ad Litem program, please send your completed application to the street address or fax number for the primary district in which you would like to volunteer:

First district

*Carver, Dakota, Goodhue, Le Sueur, McLeod,
Scott and Sibley Counties*

Guardian ad Litem/CASA Program
Carver County Justice Center
604 East 4th Street
Chaska, MN 55318
fax: 952-361-1491

Second district

Ramsey County

Guardian ad Litem/CASA Program
Juvenile and Family Judicial Center (JFJC)
Ramsey County Guardian ad Litem Program
25 West 7th Street
St. Paul, MN 55102-1103
fax: 651-266-5277

Fourth district

Hennepin County

Guardian ad Litem/CASA Program
590 Park Avenue, MC L878
Minneapolis, MN 55415
fax: 612-348-4154

Fifth district

*Blue Earth, Brown, Cottonwood, Faribault,
Jackson, Lincoln, Lyon, Martin, Murray,
Nicollet, Nobles, Pipestone, Redwood, Rock
and Watonwan Counties*

Guardian ad Litem/CASA Program
Rock County Courthouse
204 East Brown Street
Luverne, MN 56156



Thank you!