



Voices for Children

Application for Student Internship

Personal Information

Name: _____
LAST FIRST MIDDLE INITIAL (MAIDEN)

Date of Birth: ____/____/____

Home phone #: _____ Cell #: _____

Email: _____

Address: _____
STREET /NAME CITY ,STATE ZIP CODE

Emergency Contact Information

Name of emergency contact: _____ Phone Number: _____

Professional Background

1. Name and address of most current employer or volunteer project:

Dates: From: _____ To: _____ Supervisor's Name: _____

Brief Description of Job Duties: _____

Reason for leaving: _____

2. Name and Address of next previous employer or volunteer project:

Dates: From: _____ To: _____ Supervisor's Name: _____



Brief Description of Job Duties: _____

Reason for leaving: _____

Educational Background

Highest Level of Education Achieved: _____ Degree: _____

Name of institution: _____

Are you presently enrolled in school? Yes _____ No _____

If yes, name of school and course of study: _____

Do you speak another language other than English? _____ Language: _____

Skills:

Hobbies/special interests:

CRIMINAL BACKGROUND CHECK

A CASA program does not accept applicants if they, or an immediate family member, have been convicted, or have prior charges, or have charges pending for a felony or misdemeanor involving a sex offense, violent act, child abuse or neglect, delivery of illegal drugs or related acts that would pose risk to children or to the CASA program's credibility.

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

If so, state the charge and disposition:



Have you or has anyone in your family been involved with: alcohol/drug rehabilitation_____; Child Protective Services _____; Federal, State or local courts/legal programs _____; or any other agencies offering services to a child:

If so, please explain the circumstances:

List all other cities in Texas where you have resided:

"I hereby authorize the Department of Public Safety and Texas Department of Protective and Regulatory Services to release to Texas CASA and CASA of Brazos Valley any record of information concerning my record, including any crime committed or alleged to have been committed by me. This includes but is not limited to arrest records and conviction data.

I hereby release the Department of Public Safety and Texas Department of Protective and Regulatory Services as custodian of such records, including officers, employees, or related personnel, both individually and collectively, from any and all liability or for damages of any type which may at any time result to me, my family, or associates because of compliance with this authorization. The Texas Department of Protective and Regulatory Services may obtain information from the Texas Department of Public Safety, the Federal Bureau of Investigation, and other law enforcement agencies."

Initial: _____ Date: _____

ESSAY QUESTIONS:

Please answer the following questions below. There are no right answers to these questions, but provide us with insight into your background and desires for volunteering.

1. Please write a brief autobiography. Be sure to include any historical information you feel especially shaped your life. Include information about your childhood, current family, and current lifestyle, such as career, hobbies, interests, etc.



2. Please provide a short summary about your interest in volunteering with Voices for Children, Inc.

AVAILABILITY

Start date: _____

End date: _____

Monday _____ to _____

Tuesday _____ to _____

Wednesday _____ to _____

Thursday _____ to _____

Friday _____ to _____

Available evenings/weekends (please circle)? **Yes** **No**



DECLARATION

I, _____, hereby declare that all of the answers provided on my employment application are true. Falsification of this document is grounds for disqualification or termination of employment.

I understand that the information requested in this application will be used only for the purpose of determining suitability as a CASA employee. I understand the sensitive and confidential nature of any official documents, reports, or other material I may examine in my capacity as a CASA employee. I will discuss information related to my CASA employment with only those people directly involved in the cases or who will be consulted for their professional knowledge and expertise.

SIGNATURE: _____ **DATE:** _____