

# Lookout Mountain CASA Internship Application

www.LookoutMountainCASA.org

**The information on this form will help us assess your qualifications to serve as a CASA intern. Please read the directions carefully and complete all sections of the form. Information provided by you is confidential. If your application is accepted, CASA Program staff will contact you to schedule a personal interview.**

Name \_\_\_\_\_ Date \_\_\_\_\_

Date of Birth \_\_\_\_\_ Social Security Number \_\_\_\_\_ Gender \_\_\_\_\_

Any Previous Names (incl. Maiden) \_\_\_\_\_

Address \_\_\_\_\_  
(Street)

\_\_\_\_\_  
(City) (State) (Zip)

Phone Number (home) \_\_\_\_\_ (work) \_\_\_\_\_

Cell Phone Number \_\_\_\_\_ e-mail address \_\_\_\_\_

How did you become aware of CASA? \_\_\_\_\_

Do you have any special talents you would like to share (competence with software programs, media contacts, writing, public speaking, etc.)?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name of Spouse/ \_\_\_\_\_

In case of emergency, call \_\_\_\_\_  
(Name) (Phone #) (Relationship)

Do you have any personal health concerns? \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

Do you drive? \_\_\_\_\_ Do you have access to a car? \_\_\_\_\_ Car Ins. Co. \_\_\_\_\_

What is your student status?  Part-Time  Full-Time

Name of college/university \_\_\_\_\_

Year of study  Freshman  Sophomore  Junior  Senior

What is your employment status? Part-Time Full-Time Retired Not Employed

If Employed, Employer's Name and Company Name:

\_\_\_\_\_  
Address \_\_\_\_\_  
(Street)

\_\_\_\_\_  
(City) (State) (Zip)

Employer's Phone # \_\_\_\_\_

Your position? \_\_\_\_\_

Do you speak any languages other than English? \_\_\_\_\_ If yes, which? \_\_\_\_\_

\_\_\_\_\_  
Education and/or Special Training:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is your primary interest to learn more about becoming a CASA intern? \_\_\_\_\_

In the past year, have you had any of the following?

- 1). **GA or TN Child Abuse History Clearance?** \_\_\_\_\_ Date: \_\_\_\_\_
- 2). **Request for Criminal Record Check?** \_\_\_\_\_ Date: \_\_\_\_\_

Have you **ever** been convicted of a crime (misdemeanors and/or felonies)? \_\_\_\_\_

If yes, what charge? \_\_\_\_\_

Date of Arrest: \_\_\_\_\_ Where? \_\_\_\_\_

Meaningful Volunteer Experiences in the Past

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

Present Volunteer Activities:

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_

3. \_\_\_\_\_

Please describe if you, your family, or friends have had any experiences with the following:

1. Child Welfare: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

2. Juvenile Court System: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

3. Foster Care: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

4. Other experiences offering services to a child: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

(Attach responses on another sheet of paper if necessary.)

Write a brief statement on why you have chosen to apply for an internship with CASA at this particular time:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Write a short summary of how you hope to benefit from this experience:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Explain what role you believe society should play in protecting the rights of children:

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Please write a brief statement about your hobbies, special interests, and any affiliations that are important to your values.

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**REFERENCES:** (Please include an academic reference, professional reference and personal reference.)

Academic (Professor, Advisor, etc.)

1. Name \_\_\_\_\_ Phone # \_\_\_\_\_ Relationship \_\_\_\_\_  
Address \_\_\_\_\_  
(Street)  
\_\_\_\_\_  
(City) (State) (Zip)

Professional (Employer, Volunteer Supervisor, etc.)

2. Name \_\_\_\_\_ Phone # \_\_\_\_\_ Relationship \_\_\_\_\_  
Address \_\_\_\_\_  
(Street)  
\_\_\_\_\_  
(City) (State) (Zip)

Personal (Mentor, Family Friend, etc.)

3. Name \_\_\_\_\_ Phone # \_\_\_\_\_ Relationship \_\_\_\_\_  
Address \_\_\_\_\_  
(Street)  
\_\_\_\_\_  
(City) (State) (Zip)

**Affirmation and Release**

I, \_\_\_\_\_, hereby affirm that all the answers provided on my intern application are true. I hereby authorize the Lookout Mountain CASA Program to investigate my background to determine my fitness as a potential intern.

I understand that the information requested in this application will be used only for the purpose of determining suitability as a CASA intern. I am aware of the sensitive and confidential nature of the official documents, reports and other material I will examine in my capacity as a CASA intern. I will only discuss these matters with those persons directly involved in the case or who will be consulted for their professional knowledge and expertise.

**YOUR SIGNATURE** *indicates that CASA can verify information and contact references*

**TODAY'S DATE**

For public awareness and outreach purposes, I hereby authorize the CASA office to use and/or publish a short biographical statement and/or photographs in a variety of media outlets (ex. Website, newspaper, brochures, newsletter). **Please Initial:** \_\_\_\_\_

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**Please return completed application to:**

Lookout Mountain CASA  
P.O. Box 5615  
Fort Oglethorpe, GA 30742

FAX: 706-866-9003  
Phone: 423-255-6146  
Email: casa\_program@yahoo.com