

**CASA for Lancaster County
Employment Application
Page 1 of 4**

Please email to drockey@casa4lanaster.org

CASA for Lancaster County provides equal employment opportunities to all applicants without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, military status, or military veteran status in accordance with applicable federal and state laws. In addition, CASA for Lancaster County agrees to provide a work environment that is free of unlawful harassment of any kind, including that which is sexual, gender, age-related or ethnic when the volunteer or work environment is within CASA's control.

Instructions

There are four (4) pages to this application.
Complete all questions on the application, sign it, and then mail or email it to us. Please include a copy of your resume.

Date: _____

Last Name	First Name	Middle Initial	Nickname
-----------	------------	----------------	----------

Address/City/State/Zip:

Previous Address(es): (if less than 7 years at current address)

Home Phone:	Business Phone:
Cell:	Can you be contacted at work? (circle) yes no
Fax:	Email:

Required for Security Screening

The CASA background check requires full disclosure of name changes, use of assumed names, nicknames, etc. If you have used names other than the name provided above, please explain below.

Explain Here:

Social Security #	Drivers License #	Date of Birth	Place of Birth
-------------------	-------------------	---------------	----------------

Race/Ethnicity:
Gender:

In Case of Emergency Call:

Emergency Phone #:

Relationship to you:

Employment Application

Page 2 of 4

Please Print

Retired (check one): Yes No

Employer Information

Please list your last three employers:

Employer 1:

Work Address:

Description of Work:

Employer 2:

Work Address:

Description of Work:

Employer 3:

Work Address:

Description of Work:

Describe your educational background: (include colleges attended and degrees)

What languages do you speak other than English:

Hobbies/Special Interests:

Are you willing to complete a minimum of 30 hours of basic training, and attend ongoing training and court appearances as indicated by the CASA program?(check one): Yes No

Can you see yourself visiting with a family in their home, or with an institutionalized child? (check one):
Yes No

What do you feel are the personal strengths that you bring to CASA?

Employment Application

Page 3 of 4

Please Print

Have you ever been convicted of a felony? (check one): No Yes

If yes, please explain:

Have you ever been convicted of a misdemeanor offense, other than minor traffic offenses, within the past five (5) years? (check one): No Yes

If yes, Please explain:

Note: 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 or employee.

Where did you hear about CASA?

Please list below, three references (2 professional and 1 personal). Local references are preferred. No relatives please. **Must list addresses; complete with street number and zip code and email address if available.**

1- Name:	Phone:	Relationship:
Address/City/State/Zip:		
Email address (if		known):
2- Name:	Phone:	Relationship:
Address/City/State/Zip:		
Email address (if		known):
3- Name:	Phone:	Relationship:
Address/City/State/Zip:		
Email address (if known):		

Employment Application
Page 4 of 4
Release of Information

Please Print or Type
(Use the back if more space needed)

I understand that the as a condition of my desire to be employed by the CASA program for Lancaster County, my name will be checked against the Nebraska Department of Health and Human Services Adult/Child Protective Services Central Registers. A check of these registers is necessary to ensure that I meet standards.

The purpose of this check will be to determine if my name is being maintained on either register as a result of previous abuse/neglect allegations which have been investigated and have not been determined to be unfounded.

To the best of my knowledge, I do not have a conviction or prior history of adult or child abuse/neglect or maltreatment. Neither have I been convicted of a crime involving moral turpitude. I further understand that my name will also be checked against local, state, and national databases for criminal activity and **that my social security number will be verified.**

I hereby authorize CASA for Lancaster County to obtain the necessary written authorizations to complete the background checks described above and understand that I will be given specific forms to fill out to complete these checks. I further understand that I can be rejected for employment if found to be 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.

If you are offered and accept employment with CASA for Lancaster County, you will be asked to fill out specific forms for the criminal background check and to complete an online process for the Adult/Child Protective Services Central Registers.

CASA for Lancaster County
1141 H Street, Suite C, Lincoln, NE 68508

Signature of Applicant:

Date Signed:

Printed or Typed Name of Applicant: