



INTERN & VOLUNTEER APPLICATION

The Center for Community Transitions strengthens our community by helping people with criminal records find a healthier and more productive way of living. Our work provides employment and transition services; supports alternatives to incarceration; and restores and strengthens family bonds.

Date: _____
Name: _____
Address: _____
City/State/Zip: _____
Phone: _____ (home) _____ (cell)
Email address: _____
Emer Contact: _____
Emer Phone: _____

EMPLOYMENT and AFFILIATIONS

Occupation: _____
Employer: _____
Address: _____
City/State/Zip: _____

List two organizations, clubs, places you volunteer, civic groups, or faith community in which you are a member.

SKILLS AND INTERESTS

Education: _____
Skills: _____
Hobbies: _____

A background check is required for certain positions. Please complete the following information.

SS #: _____
Date of birth: _____
Dr Lic/ID: _____
Sex/Race: _____

REFERENCES

Please list two personal references: (Names and contact numbers)

Do you know anyone who has been incarcerated? (Circle) Yes No

Please describe your feelings toward those who have been incarcerated.

Volunteer _____ or Intern _____

If looking for an internship, please give name of college, program/course for which you will be receiving credit, hours needed, and semester/year.

Which area(s) are you interested in as a volunteer? Check all that apply.

Office Assistant/Receptionist	Letter Correspondent
DSS Administrative Support	Families Doing Time Support and Host
Class Facilitation	Case Management
Re-Entry Research and Data	Third Tuesday Support Group Set-Up
Workshop Leader	Women's Facility On-Site or Off-Site

What hours are you available?

Morning	Circle days	M	T	W	T	F
Afternoon	Circle days	M	T	W	T	F
Weekends	List times					
Evenings	Circle days	M	T	W	T	F

I understand that The Center for Community Transitions and/or the Department of Correction will not be responsible for any personal injury or property loss, which may occur to me while performing volunteer/internship services. I also understand that I will not receive any compensation from The Center for Community Transitions, the Department of Correction, clients or anyone else for serving as a volunteer/intern.

I am aware that giving false information may result in rejection of me as a volunteer/intern for The Center for Community Transitions.

Applicant _____ Date _____ Volunteer Coordinator _____ Date _____