



## Community Court Volunteer Application

Community court uses collaborative problem-solving to respond to community concerns regarding public safety by addressing certain lower level offenses with a more comprehensive approach than a traditional court. The community court's collaborative model has been successfully used in other communities to help participants with complex social needs by providing increased supervision and connection to social services.

The City of Eugene's Community Court will be held at the Eugene Public Library each Friday. It will address misdemeanor offenses occurring in the downtown area, and participants will be required to engage in an assessment to identify their various needs and risk of reoffending.

To ensure services are quickly and easily accessible to participants, the Community Court provides an onsite location for a service providers' "help center". Volunteers will be available to help participants transition from the courtroom and ensure they meet each provider, as required on their individualized case plan. Community members who have not received a citation may also access the help center.

The court seeks to have a community volunteers available to assist participants, help with set-up, and assist with community service projects.

**Instructions:** If you are interested in participating as a volunteer for Community Court on Fridays, please fill out this form. This form may be mailed to, Eugene Municipal Court, 1102 Lincoln St., Eugene, OR 97401. You may also hand deliver the form, email to [CommunityCourt@ci.eugene.or.us](mailto:CommunityCourt@ci.eugene.or.us), or fax it to (541) 682-5417.

### PLEASE PRINT

Full Name \_\_\_\_\_  
*Last First Middle*

Preferred Name \_\_\_\_\_  
*Last First Middle*

Date of Birth \_\_\_\_\_

Driver's License \_\_\_\_\_

Home Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_

Email Address \_\_\_\_\_

Are you over 18 years of age?  Yes  No

Do you have a high school diploma or GED?  Yes  No

Are you currently a City of Eugene employee?  Yes  No

Are you related to a City of Eugene employee?  Yes  No

If yes, please include name and relationship: \_\_\_\_\_

Have you ever been arrested, charged or convicted of an offense?  Yes  No

If yes, please explain: \_\_\_\_\_

What volunteer role are you interested in performing?

- Help participants transition from the courtroom to the help center and ensure they meet each provider, as required on their individualized case plan.
- On Community Court day, serve as a greeter and handout sack lunches.
- Set up and tear down tables and chairs at the beginning and end of the day.
- Lead a team of Community Court participants and volunteers to perform community service for a two hour block on Fridays.
- Perform community service alongside participants in Community Court for a two hour block on Fridays.
- Provide transportation for a participant to a social service agency or treatment facility. In addition to transportation, this provides participants with some emotional support.

How many hours are you able to volunteer each Friday?       1-2 hours       3-4 hours       5-6 hours

How long can you commit to volunteering?    3 months       6 months       1 year       2 years

**VOLUNTEER EXPERIENCE**

Do you have any current or former volunteer experience (including community volunteering, internships, cooperative work experience, practicums or any other unpaid work)?  
 Please list any current volunteer experience you may have

Agency Name and Contact Information	Duties	Years of Service	
		From	To

**WORK EXPERIENCE**

Please document your most recent employment below (required even if submitting a resume). Do not leave the section below blank unless you have no previous employment.

Employer:	Supervisor Name:
Address:	Phone Number:
Job Title:	Hours worked per week:
Duties:	Dates of Employment From: _____ To: _____

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Address:	Phone Number:
Job Title:	Hours worked per week:
Duties:	Dates of Employment From: _____ To: _____

**PERSONAL REFERENCES**

Please list two personal references.

Full Name	Phone Number

In order to serve the best interest of the citizens of Eugene, the City of Eugene deems it necessary to conduct criminal records checks. Therefore, the following request for information must be completed and returned for you to be approved for a volunteer assignment. Your signature on this form authorizes the City of Eugene to obtain information from any law enforcement agency, court, and/or record source and to investigate any matter deemed relevant to the evaluation of your suitability for your volunteer assignment with the City of Eugene.

I voluntarily release the City of Eugene from any claims, liability or damages related to the background check it may conduct as a result of my application for employment. I further voluntarily release all parties from liability for complying with this authorization. I will allow a Photostat facsimile of this authorization and release to be considered as though it were an original. Any falsification, misrepresentation or omission of requested information will result in denial of, or immediate termination of, your volunteer assignment, regardless of when and how it was discovered. This authorization and release does not apply to criminal records expunged pursuant to ORS 419.262.

I have carefully read and understand this authorization and release and have voluntarily agreed to its terms to assist the City of Eugene in meeting the business necessity of appointing honest, trustworthy, reliable, capable and nonviolent volunteers. I further understand that all information and documents acquired by the City of Eugene will be maintained as confidential by the City of Eugene and that the City will not release such information to me, except as required under the Fair Credit Reporting Act or other application laws. The City has provided me with a summary of my rights under the FCRA.

The background check the City of Eugene is conducting for Community Court volunteer applicants is limited to use of consumer reports of information about the applicant's character, general reputation, and personal characteristics, and includes any records of criminal conduct, but does not include a credit check or check for credit worthiness.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Witness