



I. Personal Profile

Full Name	Date of Birth	Social Security Number
Email	Gender (Optional)	Race/Ethnicity (Optional)
Current Address	City, State, Zip	Phone # (cell preferred)
Are you moving within the next six months? <i>*Please notify us of new address at time of move.</i>	If yes, when? <i>Month/Day/Year*</i>	
Permanent Address	City, State, Zip	Alt. Phone #
University	Expected date of graduation	
Major	GPA	
Are you a veteran of the US Armed Forces?	How did you hear about us? <i>Please check all that apply.</i>	

PLEASE NOTE:

You will be required to attend a two-day weekend orientation before you begin service. This orientation will take place on Saturday, September 7th and Sunday, September 8th, 2013 in San Francisco.

While site-based training schedules may vary, applicants should be able to participate in site-based training the first five Friday afternoons following Orientation (except for San Mateo County, where trainings will be held on Wednesday afternoons). Trainings will generally be 2:00-5:00pm. The dates of these Fridays are 9/13, 9/20, 9/27, 10/4, 10/11.

Three Saturday training events will be scheduled for select Saturdays throughout the year (in the past they have been in October, January, and April). Two service days are also planned for the Dr. Martin Luther King, Jr. Day of Service (January 20, 2013) and AmeriCorps Week (spring - date TBA). JusticeCorps part-time members are encouraged to attend both days and required to attend at least one.

II. Relevant Experience

Please list at least two and up to five experiences (work, volunteer, extracurricular)

Organization Name: Position Title: Start Date: End Date: Hours per Month:	Duties Summary:
Organization Name: Position Title: Start Date: End Date: Hours per Month:	Duties Summary:
Organization Name: Position Title: Start Date: End Date: Hours per Month:	Duties Summary:
Organization Name: Position Title: Start Date: End Date: Hours per Month:	Duties Summary:
Organization Name: Position Title: Start Date: End Date: Hours per Month:	Duties Summary:

III. Additional Experience

The courts in which JusticeCorps members serve are open Monday - Friday, 8:15am-5:00pm. Please list your expected commitments (September 2013 - June 2014) that would occur during these hours (including classes, part-time jobs, clubs, family commitments, etc). Please estimate hours per week for each activity.

Total hours per week (from above):

Do you speak a language other than English?

Have you previously served in AmeriCorps?

If yes, Program Location:

Start Date:

End Date:

Did you complete your term of service?

If no, please explain:

IV. Program Information

Please explain why you want to participate in JusticeCorps and what you hope to gain from the experience. Consider why you want to participate in JusticeCorps vs. another volunteer experience.

How do you expect involvement in JusticeCorps to tie into your past experiences and future goals?

V. Service Placement

JusticeCorps provides an intensive service experience. You will be required to perform a minimum of eight hours of service per week for up to 10 months. You must provide one full-day or two half-days of service per week during operating business hours (generally 8:30am-4:30pm). Please note that all sites except Contra Costa and San Mateo Counties are closed on Friday afternoons.

For your reference, below you will find a list of possible JusticeCorps service sites. Please indicate your top three site preferences below.

PLEASE NOTE: Self-Help Centers provide legal assistance in several areas of law which may include small claims, family, and housing law as well as restraining orders. Family Law Self-Help Centers offer family law assistance including help with divorce cases, child custody and visitation, as well as child and spousal support.

Service Sites:

ALAMEDA COUNTY

Rene C. Davidson Courthouse

1225 Fallon Street
Oakland, CA 94612
Self-Help Center

Alameda County Office Building

224 W. Winton Avenue, Room 179
Hayward, CA 94544
Self-Help Center

**George E. McDonald
Hall of Justice**

2233 Shoreline Drive
Alameda, California 94501
Self-Help Center

CONTRA COSTA COUNTY

George D. Carroll Courthouse

100 37th Street
Richmond, CA 94805
Self-Help Center

SAN FRANCISCO COUNTY

San Francisco Civic Center Courthouse

400 McAllister Street
San Francisco, CA 94102
Self-Help Center

SAN MATEO COUNTY

San Mateo Hall of Justice

400 County Center
Redwood City, CA 94063
Family Law Self-Help Center

Northern Branch: Hall of Justice

1050 Old Mission Rd.
South San Francisco, CA 94080
Self-Help Center

SANTA CLARA COUNTY

Sunnyvale Courthouse

605 West El Camino Real
Sunnyvale, CA 94086

Family Law Self-Help Center

Site Preferences:

We recommend reviewing the distance between service sites and your home/university as well as which sites are accessible via public transportation, if you do not plan to use a personal vehicle for your commute.

Please provide a minimum of three top site preferences. Some site locations may be added or deleted before the program begins in the fall of 2013. Staff will do their best to accommodate all requests.

First choice:

Second choice:

Third choice:

Comments:

In August we will ask accepted applicants for their service availability. Please make sure you have adequate time in your schedule to complete two shifts per week. Members will choose **at minimum** one full-day (8 hours) or two half-day (4 hours) shifts. We understand that schedules may change with each semester/quarter. PLEASE NOTE that full-day Friday shifts are not an option at any site except San Mateo and Contra Costa County.

It is assumed that a morning shift will begin at 8:30am and end at 12:30pm while afternoon shifts will begin at 12:30pm and end at 4:30pm.

You should plan to arrive 15 minutes before your shift begins and may need to stay several minutes after if you are engaged with a customer.

VI. Citizenship Information

Are you a United States citizen, national or lawful permanent resident alien?

**Please note that this is a requirement.*

If you are selected to interview, you will be asked to bring the original and a photocopy of one of the documents listed below in order to verify your residency status. Failure to provide this documentation will make you ineligible to participate in JusticeCorps.

- United States Passport
- Birth Certificate showing that you were born in one of the 50 states, the District of Columbia, Puerto Rico, Guam, US Virgin Islands, American Samoa, or the Northern Marina Islands. PLEASE NOTE: Birth Certificates issued by counties/hospitals are not acceptable - AmeriCorps requires state-issued certificates. Also, if you choose to provide a Birth Certificate please also provide your Driver License or other government-issued photo identification.
- Certificate of Naturalization (Form N-550 or N-570)
- Certificate of Citizenship (Form N-560 or N-561)
- Permanent Resident Card, INS (Form I-551)
- Alien Registration Receipt Card, INS (Form I-551)
- Report of Birth Abroad of a US Citizen (FS-240)
- Certificate of Birth-Foreign Service (FS-545)
- Certificate of Report of Birth (DS1350)
- Departure Record (INS form I94) indicating that the INS has approved it as temporary evidence of lawful admission for permanent residence

VII. Additional Information

Transportation:

Members must provide their own transportation to JusticeCorps service sites and trainings.

Are you willing and able to serve at a site that is not accessible by public transportation?

**If you do not anticipate having access to a personal vehicle, please check "No."*

Selection Criteria: The number of participants in the Bay Area JusticeCorps 2013-14 class is limited to a maximum of 70 members. The following criteria will be used to select JusticeCorps members:

- ❖ Evidence of commitment to the entire program year and full participation in the program, including completion of 300 hours of service
- ❖ Ability to perform the service requirements, including ability to attend weekend trainings
- ❖ Potential to benefit from participation
- ❖ Strong communication skills
- ❖ Must meet AmeriCorps residency requirements
- ❖ Must pass security clearance

Uniform: JusticeCorps will provide each member with a dress shirt. Please indicate your shirt size:

VIII. Security Information

JusticeCorps members are volunteers of the Superior Court of California. All court volunteers are required to complete a LiveScan (fingerprinting) that will be submitted for FBI and California Department of Justice security clearance.

Accepted applicants will be notified of the time and place to complete a LiveScan and will also be checked against the National Sex Offender Public Registry by JusticeCorps staff.

IX. Certification

The JusticeCorps program is administered by California Volunteers and sponsored by the Corporation for National and Community Service (CNCS).

As an equal opportunity employer, JusticeCorps encourages applications from all individuals regardless of age, gender, race, ethnicity, or ability and evaluates all candidates on a merit basis. JusticeCorps is a proud member of the AmeriCorps National Service Network. Candidates must be 17 years or older.

By initialing and dating below I attest that all statements made in this application are accurate and truthful and confirm my understanding that any misrepresentations or false statements made in this application may result in not being considered for service, and that if not discovered by JusticeCorps until after acceptance, such misrepresentations may be grounds for immediate termination.

My signature below attests that all statements made in this application are accurate and truthful and confirms my understanding that any misrepresentations or false statements made in this application may result in not being considered for service, and that if not discovered by JusticeCorps until after acceptance, such misrepresentations could be grounds for immediate termination.

Signature _____

Date: _____