New York State Department of Corrections & Community Supervision
Division of Ministerial, Family, and Volunteer Services

REPORT OF INTERVIEW OF VOLUNTEER APPLICANT

Applicant's Name: _____

Position Applied for: _____

Facility: _____

(1)   Describe your most recent volunteer experience:

(2)   Explain why you are interested in volunteering with the Department of Correctional Services:
What do you hope to accomplish?

(3)   Have you ever worked or volunteered in a criminal justice agency?   ☐ Yes ☐ No
If "Yes", please describe your experience:

(4)   What characteristics do you like <u>most</u> and <u>least</u> in the people who supervise your work?

(5)   When faced with a problem, do you usually try to take care of it yourself, or ask for help?

(6)   What experience do you have in teaching or leading group discussions/activities?

(7)   In your mind, does the correctional system treat inmates fairly and do enough to help them
successfully return to the community?

(8)   In what ways will you be a good role model for inmates?

(9)   Have ever you been employed by the NYS Department of Corrections and Community Supervision?

☐ Yes   ☐ No

If yes, please provide your title, dates of employment, facility/facilities where you were employed and specific circumstances surrounding your departure.

(10)   Interviewer's comments regarding the applicant: (circle the appropriate number):

Very Mature	1	2	3	4	5	Immature
Good judgment	1	2	3	4	5	Poor Judgment
Good Role Model	1	2	3	4	5	Poor Role Model
Good Motivation	1	2	3	4	5	Motivation Not Clear

(11)   Other Comments:

(12)   Recommendations: (check one)   Accept ☐   Reject ☐

_____
Staff Supervisor's Name (PRINT)

_____   _____
Signature of Staff Supervisor   Date

NOTE: The questions on this form are for guidance. The interviewer may wish to use additional questions based on the applicant's responses.

This report will be kept as a permanent record in the volunteer's file.

The staff supervisor is responsible for ascertaining whether the volunteer has the skills and knowledge required for the volunteer position.

cc: DSP
Volunteer's File