

Appendix 11

NEW MEXICO MAGISTRATE COURT

VOLUNTEER APPLICATION  
(adapted from *Volunteers in the Courts* by AARP)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: (Home) \_\_\_\_\_ (Work) \_\_\_\_\_

Best time to reach me:

\_\_\_\_\_ am \_\_\_\_\_ pm (Home) \_\_\_\_\_ am \_\_\_\_\_ pm (Work)

Day(s) I would like to work as a volunteer:

1st choice \_\_\_\_\_

2nd choice \_\_\_\_\_

3rd choice \_\_\_\_\_

Number of days a week I would prefer to work:

One day  Two days  Other: \_\_\_\_\_ days

Number of hours I would prefer to work per day:

4 hours  6 hours  Other: \_\_\_\_\_ hours

Skills, Abilities, and Interests

1. Do you type?  Yes  No
2. Are you computer literate?  Yes  No
3. Are you interested in learning computer work?  Yes  No

4. What is your job or career background?

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5. Are you currently employed?  Yes  No

6. Have you worked as a volunteer before?  Yes  No

7. If yes, how long have you worked as a volunteer? \_\_\_\_\_

8. Are you currently volunteering for another organization?  Yes  No

9. Which volunteer activities are you interested in?

- |   |   |
|---|---|
| <input type="checkbox"/> clerk work       | <input type="checkbox"/> entering cases                         |
| <input type="checkbox"/> tracking of DWIs | <input type="checkbox"/> assisting judges in the courtroom      |
| <input type="checkbox"/> filing           | <input type="checkbox"/> taking files to clerks for disposition |
| <input type="checkbox"/> docketing        | <input type="checkbox"/> bailiff duties                         |

10. Please list two references we may contact:

Name \_\_\_\_\_ Name \_\_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_

\_\_\_\_\_

Phone \_\_\_\_\_ Phone \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_