

VOLUNTEER APPLICATION PROCESS

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1. Volunteer Inquiry

- Email
- Phone
- Website
- Referral
- Ads
- Staff Requests



2. Initial Screening

- Communication via Phone or Email
- Initial Accept or Decline
- Initial or Full Application



3. Complete Application

- Review Final Application
- Enter in Database



4. Interview

- In Person or Virtually
- Email CJE Promotional Materials



5. Background Checks

- Criminal History
- Sex Offender
- Office of Inspector General



6. Status Update

- Final Accept or Decline
- Update Candidate
- Obtain Photo
- Volunteer Assignment
- Introduce to Supervisors
- Provide ID Badge

