

Youth Court Volunteer Directory

Purpose of form: To provide contact information for youth court volunteers.

Reason for form: There may be times when youth volunteers need or want to get in touch with other volunteers. Sometimes they need to talk about a case they are assigned to work on together. Other times, a new volunteer may want to talk with a more seasoned volunteer to get advice on how to proceed on a case. Providing volunteers with a directory gives them ready access to who is involved in the program and how to contact them, and encourages them to use each other as resources.

Suggested ways to use the form:

- Obtain written permission from youth volunteers **and** their respective parents/guardians to have their names and contact information listed in the volunteer directory (see release of address and telephone number form). Have a local attorney review and modify sample release of information form
- Review sample form to determine if you need to make adaptations to the type of information that will be included in your directory.
- Gather information on volunteers that have given permission to have their names listed. Include how long they have been a volunteer and also when they were first trained (training class date).
- Update the directory at least quarterly to update contact information on volunteers and to include new volunteers.
- Place names in alphabetical order to make it easier for youth to find an entry.

**[Insert Program Name]
Youth Volunteer Directory
Last Updated [insert date]**

Volunteer Name:	
Address:	
City:	
Zip:	
Home phone:	Cell phone:
Pager:	
Email:	
School:	
Grade:	Number of years in youth court
Year Began Serving as a Volunteer:	

Volunteer Name:	
Address:	
City:	
Zip:	
Home phone:	Cell phone:
Pager:	
Email:	
School:	
Grade:	Number of years in youth court
Year Began Serving as a Volunteer:	

Volunteer Name:	
Address:	
City:	
Zip:	
Home phone:	Cell phone:
Pager:	
Email:	
School:	
Grade:	Number of years in youth court
Year Began Serving as a Volunteer:	

[Insert Program Name]
[Insert Program Contact Information]

Permission for Release of Address and Telephone Number

I, _____, hereby give my consent for my home address, telephone number, and other contact information for my child to be included in a Youth Court Volunteer Directory to be distributed to the youth volunteers of the [insert program name]. This Volunteer Directory will allow youth volunteers to contact each other with regards to transportation, client case information, questions and other information relative to the [insert program name].

Youth Volunteer Name: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____