



Illinois JusticeCorps 2020-2021

VOLUNTEER/INTERNSHIP OPPORTUNITY

- | | |
|----------------------|-------------|
| - Chicago | - Joliet |
| - Bloomington-Normal | - Kankakee |
| - Champaign-Urbana | - Markham |
| - Edwardsville | - Rockford |
| - Galesburg | - Waukegan |
| - Geneva | - Woodstock |

The Illinois Bar Foundation and The Chicago Bar Foundation seek interested and qualified individuals to serve as Illinois JusticeCorps Members for the 2021-2022 program year. Illinois JusticeCorps members provide valuable assistance to people without lawyers by helping them navigate the courthouse, access legal and social resources, and connecting them to legal aid and other services. JusticeCorps complements the work of lawyers, clerks and library staff by providing legal information and procedural guidance to those who need it most.

Volunteer responsibilities may include:

- Providing legal information and connecting court patrons to available legal aid resources
- Accompanying people without lawyers around the courthouse to help them complete the necessary steps to move forward with their legal matters

The position requires:

- Make a 300-hour commitment as an AmeriCorps member. All hours must be completed within 1 year of start date or by December 31, 2022, whichever comes first. ***Program runs August 1, 2021 – December 31, 2022***
- Preference given to candidates who can commit to serving at least 8-10 hours a week, during court hours
- Attend all training sessions and other events to learn the facts needed to give accurate information
- Attend required National Days of Service and Member Recognition Day
- Conscientiously gather and submit data needed for reports
- Non-English Language proficiency a plus

Benefits:

- After completion of 300-hour commitment, volunteer will receive an Education Award for tuition payment or student loan repayment in the amount of \$1,342.86
- Great professional skills development, work experience, and professional references

How to apply:

- Submit attached Application and additionally requested documents to applications@iljusticecorps.org. Please indicate the location you are applying for in the Subject Line.



ILLINOIS JUSTICECORPS MEMBER APPLICATION

300-Hour Minimum-Time (Part-Time Volunteer) Commitment

POSITION REQUIREMENTS

To be considered for a volunteer position, you will need to meet some initial eligibility requirements. Before applying, please carefully review the following to make sure you qualify:

Age Requirement

- Applicants must be 18 years of age or older.
- Applicants must submit a copy of their driver's license, state identification card, or passport to prove their age.

Education Requirement

- Applicants must have a high school diploma or GED.
- Applicants must certify on application that they have received a high school diploma or GED.

Citizenship/Residency Requirement

- Applicants must be U.S. Citizens or Lawful Permanent Residents.
- Applicants must submit a copy of one of the following to prove citizenship/residency:
 - Birth certificate showing birthplace in the U.S., Puerto Rico, Guam, the U.S. Virgin Islands, American Samoa, or the Northern Mariana Islands;
 - U.S. passport;
 - Report of a birth abroad of a U.S. citizen issued by the U.S. Department of State;
 - Certification of a birth abroad issued by the U.S. Department of State;
 - Certificate of Naturalization issued by U.S. Citizenship & Immigration Services (USCIS);
 - Certificate of U.S. Citizenship issued by USCIS;
 - Lawful Permanent Resident card issued by USCIS;
 - Alien Registration card receipt issued by USCIS;
 - Passport indicating that USCIS has approved it as a temporary evidence of admission for permanent residence.

Criminal Background Check Requirement

- Applicants must consent to and pass the following criminal background checks:
 - Search of the National Sex Offender Registry;
 - Fingerprint search of the Illinois State Police registry and the state in which you reside if it is not Illinois;
 - Fingerprint search of the FBI's national criminal history database.

Time Commitment Requirement

- Applicants must commit to serving approximately eight to twelve hours per week or more in order to complete 300 hours of service within one year of their start date or by December 31, 2022, whichever comes first.

Training Commitment Requirement

- Applicants must commit to attending a pre-service orientation as well as any other mandatory training and AmeriCorps member events during their term of service.

Illinois JusticeCorps is an equal opportunity program. All applicants will be considered for volunteer positions without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran, or disability status.

APPLICANT PROFILE

Last Name First Name Middle Initial

Email Address

Current Address Apartment # (if applicable)

City State Zip Code

Permanent Address Apartment # (if applicable)

City State Zip Code

Telephone # Preferred Gender Pronouns

How did you hear about Illinois JusticeCorps?

AGE & EDUCATION CERTIFICATION

Are you at least 18 years of age with a high school diploma or GED? * Yes * No

CITIZENSHIP/RESIDENCY CERTIFICATION

Are you a Citizen or Lawful Permanent Resident of the United States? * Yes * No

EDUCATION

Are you currently enrolled as a full-time student at a 4-year college or university? * Yes * No

Name of School

Years of Study (Freshman, Sophomore, etc.) Major or Area of Study

LANGUAGE SKILLS

Are you bilingual or multilingual? * Yes * No

If yes, what language(s) do you speak and with what proficiency?

SERVICE LOCATION

Please select the service location(s) for which you are applying:

- * Bloomington (McLean County Courthouse, 104 W. Front St., Bloomington, IL 61701, 8:30 am – 4:30 pm)
- * Champaign-Urbana (Champaign County Courthouse, 101 E. Main St., Urbana, IL 61801, 8:00 am – 4:30 pm)
- * Chicago (Daley Center, 50 W. Washington St., Chicago, IL 60602, 8:30 am – 4:30 pm)
- * Chicago (Leighton Criminal Courthouse, 2650 S. California Ave., Chicago, IL 60608, 8:30 am – 4:00 pm)
- * Edwardsville (Madison County Courthouse, 155 N. Main St., Edwardsville, IL 62025, 8:30 am – 4:30 pm)
- * Galesburg (Knox County Courthouse, 200 S. Cherry St., Galesburg, IL 61401, 8:30 am – 4:30 pm)
- * Joliet (Will County Courthouse, 14 Jefferson St., Joliet, IL 60432, 8:30 am – 4:30 pm)
- * Kankakee (Kankakee County Courthouse, 450 E. Court St., Kankakee, IL 60901, 8:30 am – 4:30 pm)
- * Markham (Markham Courthouse, 16501 Kedzie Ave., Markham, IL 60428, 8:30 am – 1:00 pm)
- * Rockford (Winnebago County Courthouse, 400 W. State St., Rockford, IL 61101, 8:00 am – 4:30 pm)
- * St. Charles (Kane County Courthouse, 37W777 Illinois 38, St. Charles, IL 60175, 8:30 am – 4:30 pm)
- * Waukegan (Lake County Courthouse, 18 N. County St., Waukegan, IL 60085, 8:30 am – 4:30 pm)
- * Woodstock (McHenry County Courthouse, 2200 N. Seminary Ave., Woodstock, IL 60098, 8:30 am – 4:30 pm)

PROPOSED SCHEDULE

Please indicate your proposed volunteer schedule by shading in the hours you are available each day on the chart below:

| | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY |
|----------------------|--------|---------|-----------|----------|--------|
| 8 – 9:00 AM | | | | | |
| 9 – 10:00 AM | | | | | |
| 10 – 11:00 AM | | | | | |
| 11 – 12:00 PM | | | | | |
| 12 – 1:00 PM | | | | | |
| 1 – 2:00 PM | | | | | |
| 2 – 3:00 PM | | | | | |
| 3 – 4:00 PM | | | | | |
| 4 – 4:30 PM | | | | | |

START DATE & END DATE

Please indicate the date you are available to begin service as well as the date you plan on completing your term of service (300 hours):

CERTIFICATION

I certify that the following documentation is being submitted along with this application, and I understand that I may not be considered for a position with Illinois JusticeCorps if any of the following is missing:

- Copy of my driver's license, state identification card, or passport to prove my age.
- Copy of the relevant documentation needed to prove my U.S. citizenship/residency.
- Personal statement indicating why I want to participate in Illinois JusticeCorps.
- Copy of my resume.

By signing below, I hereby certify that the information provided in this application is correct to the best of my knowledge. I understand that any misinformation or material omission could result in unfavorable consideration or immediate dismissal.

Signature

Date