

**New York State Department of Correctional Services  
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 most and least 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) 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

(10) Other Comments:

(11) Recommendations: (check one)    Accept     Reject

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Staff Supervisor's Name (PRINT)

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Signature of Staff Supervisor

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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