

St. Mary's County Teen Court

St. Mary's
County



Empowering St. Mary's Youth

Adult Volunteer Application Packet

301.475.4200 x71852
301.373.0328 (Cell)
301.475.8485 (Fax)
TeenCourt@stmarysmd.com

St. Mary's
County Teen Court
Department of Aging & Human
Services
PO Box 653
Leonardtown, MD 20650



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301-475-4200 x71852
301-475-4268 (fax)
teencourt@stmarysmd.com

ST. MARY'S COUNTY TEEN COURT WELCOME

Thank you for your interest in volunteering with the St. Mary's County Teen Court Program. This packet provides you with the documentation necessary to become an adult volunteer in this very important and beneficial program for county teens. Adult volunteer opportunities include: Jury Monitor, Training assistant, Bailiff/Court Clerk, Community Judge, Teen Court Steering Committee Member, and/or court session administrative support.

As you are likely aware, the St. Mary's County Teen Court is a youth diversion program for first-time misdemeanor offenders, designed to teach responsibility and appropriate decision making while restoring a sense of safety in the community. Based on the philosophy that youthful offenders will not continue to offend when a peer jury decides punishment, it provides an opportunity for first time offenders to avoid the stigma of a formal criminal record by completing sanctions such as community service hours, essays, letters of apology, attending educational programs, and jury duty assignments.

The St. Mary's County Teen Court initiative, which began in fall 2001, offers juveniles aged 11-17 who have committed a misdemeanor crime, such as shoplifting, disorderly conduct, destruction of property, or possession of alcohol, the opportunity to appear before a jury of their peers who will determine the appropriate sanctions for their actions. However, to be accepted into the Teen Court Program, the offense must meet the program acceptance criteria, be agreed to by the parent or guardian, and the juvenile must admit involvement (guilty) to the offense. The subsequent disposition (sentencing) hearing features trained volunteer teens that perform the roles of prosecuting and defense attorneys, bailiffs, clerks, and jury members. The Judge is the only adult directly involved in the court proceedings. After careful consideration of the facts, the jury deliberates and decides upon a constructive disposition (sentence). When the respondent successfully completes the prescribed disposition within the specified probation period of 90 days, the original charge will be dropped.

Your decision to become part of this program reflects well on you and your desire to help the teens of St. Mary's County. The St. Mary's County Teen Court is truly a *real justice* program run by teens for teens. We look forward to you becoming a member of this special program.

Gregory W. Jones, Sr.
Teen Court Coordinator

TEEN COURT APPLICATION CHECKLIST

1. Please include everything on this list in your application packet):

_____ Adult Volunteer Application

_____ Release and Waiver of Liability

2. You may submit the completed volunteer application to the St. Mary's County Teen Court Coordinator by one of the following:

1. Attending a scheduled Teen Court Session and delivering completed packet to the Coordinator.
2. Hand deliver to the Teen Court Office, 1st Floor, Potomac Building, 23115 Leonard Hall Dr, (Governmental Complex), Leonardtown, MD.
3. Mail to:

Gregory W. Jones, Sr.
Teen Court Coordinator
P.O. Box 653
23150 Leonard Hall Dr.
Leonardtown, MD 20650
Phone: 301.475.4200 x71852 Fax: 301.475.8485

St. Mary's County Teen Court

Adult Volunteer Application

Date of Application: _____ Referral Source: _____

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Employer: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Age: ____ Date of Birth: _____ Gender: Male____ Female____ E-mail: _____

Have you gone by any other name? Yes____ No____ If yes, please identify: _____

Do you have an active security clearance? Yes____ No____ Can you provide verification? Yes____ No____

Teen Court is generally conducted every second and fourth Monday evening from approximately 5:30 PM – 9:00 PM. Are you available on these Monday evenings? Yes____ No____

List below any previous volunteer experiences: (Feel free to continue on another sheet of paper if necessary)

Name of organization or activity:

Nature of volunteer activity

IN CASE OF EMERGENCY

Contact: _____ Relationship to Applicant: _____

Address: _____

Telephone#: (Home) _____ (Work) _____

Any medical conditions or allergies that would affect your ability to participate in Teen Court? Yes () No ()
If yes, please explain:

Please provide two (2) personal references (non-relative).

Name: _____ Title: _____ Phone: _____

Name: _____ Title: _____ Phone: _____

Teen Court adult volunteers have routine contact with youths and minors during the performance of their duties. As required by law, all individuals who have such contact are required to undergo a criminal background check conducted by the St. Mary's County Government or its official designated agent. By your signature below you agree to the conduct of this background investigation and to provide additional information that may be required. All adult volunteers accepted into this program are required to serve a one year probationary period.

I affirm that the above information provided is true and correct and I solemnly declare that I will keep confidential and not divulge, either by word or signs, any information or names that come to my knowledge in the course of a Teen Court Session. I will not identify directly or indirectly, either audibly or in writing, any person participating as a respondent in the Teen Court Program.

Applicant's Signature: _____ Date: _____
Applicant's Printed Name: _____

Witness Signature: _____ Date: _____
Witness Printed Name: _____

OPTIONAL ADULT PHOTO RELEASE

I hereby grant the St. Mary's County Teen Court Program my permission to take photographs of me or photographs in which I may be involved with others for the purpose of promoting the **St. Mary's County Teen Court Program**.

I hereby release and discharge staff members of the St. Mary's County Teen Court Program and press organizations covering official events from any and all claims arising out of the use of these photos.

I certify that am 18 or older, have read the above statement, and fully understand and agree to its content.

Signature _____ Date _____
Name (Please Print) _____
Address _____

Witness Signature _____ Date _____
Name (Please Print) _____
Address _____

If there are any questions, please contact the Teen Court Coordinator at 301.475.4200 x1852.

The importance of honoring the confidentiality agreement cannot be overstated. The business of appearing before the Teen Court is a personal matter. All aspects of the Teen Court session are considered CONFIDENTIAL. Failure to respect and honor this agreement will result in, as a minimum, dismissal from participation in the program.

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Leonardtown, MD 20650
Phone: 301.475.4200 x71852 Fax: 301.475.4268

ST. MARY'S COUNTY GOVERNMENT
DEPARTMENT OF
HUMAN RESOURCES

Catherine Pratson,
Director of Human Resources



Commissioners of St. Mary's County

James R. Guy, President
Eric Colvin, Commissioner
Michael L. Hewitt, Commissioner
Todd B. Morgan, Commissioner
John E. O'Connor, Commissioner

Release and Waiver of Liability

Each volunteer must have a signed "Release and Waiver of Liability" on file. This form must be completely filled out and submitted to the appropriate department. Please read carefully. This is a legal document that affects your legal rights.

St. Mary's County Government Department of Aging & Human Services

This Release and Waiver of Liability made by/on behalf of _____
(the "Volunteer") and _____ (the "Guardian" if the Volunteer is a minor child).

The Volunteer desires to serve as a volunteer for the St. Mary's County Government and engage in activities related to being a volunteer.

The Volunteer (and Guardian, if applicable) does hereby release and forever discharge and hold harmless the Commissioners of St. Mary's County, its departments, boards, commissions, agents, employees and volunteers, from any and all liability, claims, and demands of whatever kind and nature, either in law or equity, whether for bodily injury, personal injury, illness, death, invasion of privacy or property damage, which arise or may hereafter in connection with the Volunteer's activities as a volunteer.

Volunteer (and Guardian, if applicable) also understand that the St. Mary's County Government does not carry, maintain or provide health, medical, or disability insurance coverage for any volunteer and does not assume any responsibility or obligation to provide financial or other assistance, in the event of injury or illness suffered by Volunteer.

Each volunteer is expected and encouraged to obtain his or her own medical, health and disability insurance.

Volunteer (and Guardian) agrees that, in the event that any clause or provision of this Release and Waiver of Liability shall be held to be invalid, the invalidity of such clause or provision shall not otherwise affect the remaining provisions of this Release and Waiver of Liability, which shall continue to be enforceable.

Signature of Volunteer

Signature of Witness

Signature of Parent Having Legal Custody
or Legal Guardian (If Volunteer is a Minor)

Date

Volunteer Address:
