

Organization Represented (if applicable):	Who referred you to DFPS? Rebecca Severson		
Why do you want to volunteer for DFPS? Children are our future, so support from adults in the community is critical, particularly for children in foster care. I am interested in the Williamson County Child Welfare Board and the associated Friends Board for the opportunity to make a difference in the life of children through material support. In addition, the employees of DFPS use the Rainbow Rooms as a resource to assist them when placing children in care and the Board assists caregivers. These adults who step in every day to help children also deserve the material support available from this Board. I am passionate about growing children into solid adult citizens. With my own two almost grown, I want to continue working for children.			
Applicable skills: I am an insurance industry professional with extensive project management, statistical analysis, public speaking and compliance experience. I am a people leader since 2005 and currently run a team of over 50 people. In my personal life, I have run Girl Scout troops, taught religious education classes, provided swim meet support for my daughters' swim and provided parent support as the mother of a board member for a high school service organization. Through my work, I have rebuilt houses after tornados, distributed food to the food insecure and assisted school children.			
Type of volunteer services preferred: Williamson County Child Welfare Board Friends of the Williamson County Child Welfare Board			
Are you willing to receive training for another assignment? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
EDUCATION (CHECK HIGHEST LEVEL COMPLETED)			
<input type="checkbox"/> Elementary School <input type="checkbox"/> Middle School <input type="checkbox"/> High School <input type="checkbox"/> Vocational Training <input type="checkbox"/> Some College <input checked="" type="checkbox"/> College <input type="checkbox"/> Graduate School			
Interns: <input type="checkbox"/> Some College <input type="checkbox"/> Undergraduate <input type="checkbox"/> Graduate <input type="checkbox"/> Post Graduate			
University: University of California, San Diego	Date of Undergraduate Degree: June 1993	Date of Graduate Degree:	
ADDITIONAL LANGUAGES			
Language	Speak	Read	Write
	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent
	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent
American Sign Language: <input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent <input type="checkbox"/> N/A			
PREVIOUS VOLUNTEER EXPERIENCE			
Organization	Position	Responsibilities	
Lone Star Aquatic Club - 2009 to current	Parent Support	Swim meet timing	
Zoi Oros Filos (a Serteen organization 2017-2019)	Parent Support	Elections, Jelly Drive	
Girls Scouts of the USA 2005-2011	Troop Leader	Meetings & activities	
DATE(S) AND TIME(S) AVAILABLE			
Days per week: 1		Hours per week: Flexible	

Comments:

In my professional life, I spend a lot of time coaching and developing employees, both my direct reports and people in the organization who have asked me for mentoring. I have heard many stories on the things people have had to overcome to get to where they are as adults. This is the other aspect of my life that fuels my passion for supporting children.

ELECTRONIC SIGNATURE VOLUNTEER AGREEMENT

- ☒ I understand that I am requesting volunteer placement requiring criminal history and central registry checks and authorize DFPS to complete these checks.
- ☒ I understand that background checks are conducted on an annual basis for DFPS volunteers. I authorize DFPS to conduct a criminal history and central registry check each year that I volunteer with DFPS.
- ☒ I understand that by signing this Electronic Signature Acknowledgement form, it is equivalent to my handwritten signature and legally binding. Whenever I execute an electronic signature, it has the same validity and meaning as my handwritten signature. I will not, at any time in the future, repudiate the meaning of my electronic signature or claim that my electronic signature is not legally binding. I acknowledge and warrant the truthfulness of the information provided in this document.

Electronic Signature of Volunteer:

X

Shelby Marie Bussell

Date Signed:

01/12/2021

RETURN RESULTS TO (FOR DFPS USE ONLY)

Full Name:

Contact Phone:

Mail Code:

Program (APS, CPS, CCL), Unit, and Location:

Check box to indicate applicant's involvement:

☒ Volunteer ☐ Intern (non-paid) ☐ PCG ☐ Board Member

CHECKLIST FOR VOLUNTEER'S SUPERVISOR

For all volunteers:

- ☐ Complete volunteer application form/enter information in tracking system.
- ☐ Check personal references using telephone or mail reference check forms.
- ☐ Review Volunteer and Community Engagement Policy Handbook, Sections 4000-8000.
- ☐ Select job placement with volunteer. If appropriate, complete background check.
- ☐ Complete Transportation Form 250c (if transporting or performing essential driving duties as an official part job description).
- ☐ Review job duties with volunteer.
- ☐ Review DFPS Volunteer Guidebook and Work Rules and Standards of Conduct.
- ☐ Review and sign Confidentiality Agreement (Form 251).
- ☐ Complete and sign ID Card when appropriate (see Sec. 670 of VCE Handbook).
- ☐ Arrange on-the-job and formal training, when appropriate.
- ☐ Provide volunteer with instructions for entering volunteer hours on automated tracking systems. (Reporting Form 260 can be used if volunteer cannot enter hours directly on tracking system.)

For volunteers with direct client contact or access:

- ☐ Conduct criminal history and central registry check.
- ☐ Volunteer transporters/essentials drivers: check auto insurance, valid driver's license, and driving record, in accordance with Sec. 8600 of VCE Handbook.

For volunteers selected for computer access (see Sec. 5800 of VCE Handbook):

- ☐ Completed Non-DFPS Staff Computer Security Agreement (Form 4047).
- ☐ Schedule volunteer for appropriate computer training.
- ☐ Complete Move/Add/Change (eMac).

SUPERVISOR AND/OR VOLUNTEER COORDINATOR INFORMATION

Supervisor Name:	Unit/Location:
Volunteer Coordinator Name:	Unit/Location: