



Application Process

1. Call (802-828-6551) or email jud-vermontgal@state.vt.us, with any questions you may have prior to mailing your application.

2. The application and permission for record checks requires the original signature. Complete and sign your [application](#) and mail to:

Vermont GAL Program Coordinator
109 State Street
Montpelier, VT 05609-0701
Phone: 802-828-6551

3. We will photocopy your application and send it to the Family Court in the county in which you reside.

4. A member of the court staff will call you and set up a personal interview. Please be patient; the court staff will schedule your interview as quickly as time allows.

5. The interview is personal in nature. We have an obligation to ensure that only qualified volunteers serve as Guardians for conflicted children. The court staff will complete your background check and mail recommendation forms to each one of your references. If a person you listed as a reference fails to return the letter of reference form you will need to contact them to make sure it has been sent to the court.

6. If your interview, reference, and background checks are positive, you will be invited to the next available state-wide training. You may be assigned to shadow a seasoned Guardian or asked to sit in on juvenile court proceedings prior to beginning your training.

7. You will receive an invitation to the training providing you with dates, locations and other information. The training spans 4 days (32 hours), usually scheduled one day per week.

8. If shadowing and court room observation are not complete prior to the training you will be asked to shadow and observe before being assigned your first case.

9. Volunteers ready to serve as a GAL will be sworn in as a Guardian ad Litem and receive a certificate of training.

10. You are now ready to stand up for your first child!