

## **Juvenile Probation Officer I**

Applications are being accepted for a Juvenile Probation Officer I position with Randall County Juvenile Probation. This position may require some nights, weekends and holidays. Submission to a drug test, psychological exam, and background check is required. Randall County is an E.O.E.

### **DEFINITION**

This position involves supervision and case management of juvenile offenders, requiring critical investigation and analysis of juveniles and the special circumstances of each individual case, using the skills of specialization and the spirit of cooperation, in order to make appropriate recommendations for the protection of the community and the rehabilitation of the child.

### **Required:**

- Bachelor's degree in criminology, corrections, counseling, law, social work, psychology, sociology, or other field of instruction approved by the Texas Juvenile Probation Commission
- One year of casework, counseling, or community or group work (Eighteen hours of post-graduate credit hours earned in a behavioral science field may substitute for experience.)
- At least 21 years of age

### **Essential duties and responsibilities:**

- Compile detailed social investigations on all referrals
- Make appropriate detention and disposition recommendations
- Participate in case and departmental staff meetings
- Prepare detailed and accurate court documents
- Conduct timely home visits, school checks, curfew check and other appropriate contacts
- Oversee child's compliance with court orders or agreed supervision
- Make appropriate referrals for children, including placement when necessary
- Maintain up-to-date case files and chronological entries
- Apprehend and transport juvenile offenders

### **Ability to:**

- Effectively control hostile situations and persons
- Assess family problems and needs and develop appropriate plans to address them
- Relate to and supervise detention and residential operations during emergency or on-call situations

### **Licenses or Certificates:**

- Current Texas driver's license (and insurable)
- CPR/First Aid and approved restraint certification (or ability to become certified)
- Juvenile probation officer certification (or ability to become certified)

**Salary:** Beginning salary \$46,640.86 depending upon qualifications and experience, plus full county benefits which include health plan, dental plan, vision plan, holiday, vacation and sick leave, etc.

Applications may be picked up at the Randall Co. Human Resources Office, 501 16<sup>th</sup> St, Ste. 302, in Canyon or the Youth Center of the High Plains (YCHP), 9300 S. Georgia St., in Amarillo. Or simply go to [www.randallcounty.com](http://www.randallcounty.com), click on job opportunities to complete and submit an application. Submit application along with a cover letter and updated resume.

**OPEN UNTIL FILLED**