



CALHOUN COUNTY JOB NOTICE

HR #28-2018

Probation Case Manager District Court

Under the supervision of the Probation Supervisor, conducts investigations and prepares reports to assist the bench in determining the most appropriate sentencing of individuals brought before the court. Develops and implements treatment plans for individuals placed on probation in an effort to rehabilitate and prevent future violations. Supervises an active probation case load: ensures compliance and enforces probationary terms specified by judicial order. Makes program referrals, calculates restitution, restricts motor vehicle operator license, enforces fines and costs, also regularly meets with probationers to assess and monitor compliance.

Starting Wage:

\$19.90

Minimum Requirements:

Bachelor's Degree in psychology, criminal justice, social work, counseling or a closely related field. Three to six months of prior experience (including internships and on-the-job training) in counseling, mental health, correctional, substance abuse agency or related area preferred. A high level of confidentiality. Excellent interpersonal, communication, organizational and computer skills.

Status:

Full-Time, Non-Exempt

Bargaining Unit:

TPOAM - District

Location:

Justice Center – Battle Creek

Position Opening: 5/11/18

Position Closing: Until Filled

Only qualified applicants meeting minimum requirements will be considered as having applied for this position. Please apply on line at <http://www.calhouncountymi.gov> by completing the Calhoun County Employment Application, along with uploading a current resume and letter of interest. A job description will be available upon request. EEO Employer.