

POSITION DESCRIPTION
COMMUNITY CONTROL OFFICER

Title: Community Control Officer
Division: Community Control
Status of Position: Full-Time
FLSA Status: Non-Exempt

Summary of Major Duties:

Under the general direction of the Chief Community Control Officer administers terms of probation ordered by the judicial officers of the court, researches case and testifies as needed in court. The Community Control Officer also performs various administrative functions, and community relations and community service functions as necessary. Major areas of duties: case management, maintains and monitors records of probationers, provides guidance and support to assist in probationers compliance efforts.

Summary of Required Qualifications:

The position requires a bachelor's degree in criminal justice, social work or psychology and at least 2 years experience in the legal system, social work, or counseling, or an equivalent combination of education and experience which provides the skills and abilities to perform the job.

Please email resume and pertinent information to RRMC_Reply@rrcourt.net