

UMATILLA COUNTY

EMPLOYMENT OPPORTUNITY

UMATILLA COUNTY DEPARTMENT OF HUMAN RESOURCES

County Courthouse, 216 S.E. 4th Street, Pendleton OR 97801

Phone: (541) 278-6282 - Fax: (541) 278-6374

TDD (Hearing Impaired): (541) 278-5467

AN EQUAL OPPORTUNITY EMPLOYER

June 11, 2019

19-31

POSITION ANNOUNCEMENT

POSITION: Probation Counselor I
POSITION #: 19-31
DEPARTMENT: Juvenile Division
SALARY: \$3,861.00/Month (to start) – Plus Excellent Benefits
CLOSING: Open Until Filled

DESCRIPTION: Responsible for providing supervision to youth in the community who have been placed on Formal and Informal Court Probation; monitoring youth and families for compliance with Formal Accountability Agreements or Formal Court Judgment and Dispositions; preparation of casework, including, case plans; assess referral information in consultation with Deputy District Attorney; conduct interviews with youth and families; make an investigation of youth referred to juvenile division and report thereon to the court; be present in court representing the interest of the youth when the case is heard; furnish such information and assistance as is needed by the court including taking charge of a youth before and after a hearing as may be necessary and/or directed by the court.

REQUIREMENTS:

- AA degree in Criminal Justice or Human Services with 3 years of experience providing direct services to children/adolescents and families, Bachelor Degree preferred
- Bilingual (Spanish) required
- Must be at least 21 years of age
- Valid driver's license
- Physically able to transport youth at all hours of the day or night
- Excellent verbal and written communication skills
- Experience using computers
- Ability to work flexible hours as needed
- Ability to satisfactorily pass a comprehensive background check which shows no criminal history which could directly impact ability to perform job and drug test
- Knowledge of local community resources, especially community, judicial and law enforcement leaders
- Ability to pass criminal background check

HOW TO APPLY: Use of Umatilla County application is MANDATORY. Anyone who qualifies for Veterans' Preference in Public Employment provided for in OAR 839-006-0435; please include proper certification (OAR 839-006-0465) with your application. Any applicant with a disability who needs reasonable accommodation in any step of the application or hiring process to assist or to demonstrate qualifications or to perform the essential functions of the job for which the applicant is applying should inform the Human Resources Department. This job announcement is not intended to serve as a comprehensive job description. Blank applications and a complete job description can be obtained on our website at www.umatillacounty.net or the Human Resources Office, Room 108. Applications will be accepted by hand delivery, mail, fax, or email to hr@umatillacounty.net.