



JOB ANNOUNCEMENT

CLASSIFICATION TITLE:

Juvenile Probation Officer I or II (Classification 622/623) Depending on Experience & Qualifications. This is a full-time (37.5 hours per week) UNION position (SEIU) working in the Linn County Juvenile Department.

ESSENTIAL FUNCTIONS OF THE JOB:

- Interview and assess the needs of youth referred by law enforcement for delinquent behaviors, provide guidance and counseling, make referrals to appropriate resources. Administer and interpret risk assessment(s) to link youth and families to services to reduce identified risks.
- Supervise juveniles referred a variety of delinquent behaviors by law enforcement and could include cases involving sexual delinquency and fire setting behaviors. Prepare timely reports for case record and Juvenile Court, file petitions, prepare reports, verbally present recommendations to the Court, enforce conditions of probation.
- Complete and develop case plans to address youth's risks/needs, confer and coordinate with public and private agencies to utilize resources to aid in case planning and placement of youth.
- Enter case data using the Juvenile Justice Information System (JJIS) and other computer programs to maintain up to date case plans, notes and various other case management records.
- Contact victim(s), assist with facilitation of victim-offender mediation, recommend restitution amounts to the Court, monitor collection of fees, fines and restitution.
- Transport youth in and out of custody to various appointments in community and residential placements throughout Oregon. May place youth in and out of custody for transportation to the detention facility.
- May be required to physically intervene with youth and/or have physical contact with aggressive youth or volatile situations. May be required to respond to emergency situations and interact to diffuse aggressive behavior as outlined in department policy for the Use of Force Continuum.
- Monitor the collection of client urine and other bodily fluids and submit collection for analysis.
- Interact collaboratively with partner agencies including law enforcements and school officials.
- Work independently with minimal supervision in the community and specifically in a school setting.
- Develop professional relationships with youth, parents, school administrators, counselors, and teachers while assisting youth in social and emotional skill building groups.
- Facilitate evidence-based, culturally responsive, trauma informed, gender expansive, and strength based groups to assist youth with social, emotional, and behavioral challenges.
- Facilitate educational groups in the community with members of law enforcement and mediation services (Groups within the school and community may occur before and after the traditional 8:30AM-5PM business day).
- Assist with, and further develop the Summer Intervention Program for engaging youth in positive, prosocial activities during the summer months.
- Develop and maintain effective, harmonious and reasonable work relationships with others.
- Perform all duties as a Juvenile Counselor/Probation Officer described in Oregon Revised Statutes.
- Maintain regular and predictable work attendance.
- Other work duties as assigned.

SUPERVISION RECEIVED: Receives direction from the Juvenile Department Director and Deputy Director.

NECESSARY SPECIAL QUALIFICATIONS:

Minimum of two years’ experience working with youth providing supervision and/or case management. Graduation from a four-year college or university with a Bachelor’s Degree in the Humanities or Social Sciences; i.e., Sociology, Psychology, Counseling, etc., or satisfactory equivalent combination of experience, education and training which demonstrates the ability to perform the work described.

**Must possess an acceptable driving record.

PRE-EMPLOYMENT:

- Successful candidate must pass an extensive background investigation, including national finger print records, ODHHS records check, and pre-employment drug screen.

Employees are required to follow both State and Federal laws regarding the use of illegal substances.

COMPENSATION: \$4,684 - \$6,587 monthly salary plus benefits depending upon qualifications and experience ('24-'25 Rates - the lowest step of PO 1 through the highest step of PO 2 classifications).

SALARY, BENEFITS, COMPENSATION: Linn County offers an excellent benefits package which includes fully paid contribution to the Oregon Public Employees Retirement System, paid holidays, vacation and sick leave, options for medical, dental and vision care insurance, short and long term disability insurance, deferred compensation program(s), an employee assistance program, longevity pay, alternate and flexible work schedules, bilingual pay and more.



Full-Time Management/Non-Exempt Employee	Minimum (Step 1)	Maximum (Step 6)
Total Pay Value and Total Benefits Value Breakdown		
Pay/Salary Value Only	Step 1 Minimum Salary Only	Step 6 Maximum Salary Only
Annual Salary	\$56,208	\$79,044
Annualized Average Hourly Rate	\$28.82	\$40.54
Average Benefits Value Only	Average Minimum Benefit Cost to the County	Average Maximum Benefit Cost to the County
Average Annual Equivalent	\$44,404	\$62,445
Annualized Average Hourly Equivalent	\$22.77	\$32.02
Total Compensation Package Value	Minimum Average Total Compensation	Average Maximum Total Compensation
Average Annual Equivalent	\$100,612	\$141,489
Average Hourly Equivalent	\$51.60	\$72.56

*Includes County-Paid PERS, average value of leave, etc.

*Overall costs vary based on insurance choices, tax tier, retirement tier, etc.

*Does not include additional longevity pay or bilingual pay.

NOTE: Linn County offers this tool for illustrative purposes only. This projection is not a guarantee of total compensation offered for this position, and is intended to reflect current average rates only. Wage, benefit, total compensation values, and terms are subject to change.

CLOSING DATE: WEDNESDAY, SEPTEMBER 4, 2024 @ 5:00PM

HOW TO APPLY:

All interested applicants must submit the following (3) documents together;

- 1) a completed Linn County Employment Application Form, and
- 2) a professional Resume, and
- 3) a completed PREA Questionnaire (found on page 4 of this posting)

Application packets may be mailed OR emailed to:

Linn County Juvenile Department
Attn: Office Manager
PO Box 100
Albany, Oregon 97321
trieker@co.linn.or.us

A Linn County Employment Application may be obtained, along with the Job Classification, at the Linn County webpage www.linncountyor.gov/jobs. PREA Questionnaire is included in this posting on page 4.

Linn County Juvenile Department is responsible for complying with the federal Prison Rape Elimination Act (PREA 42 U.S.C. 1997). PREA Prohibits the Linn County Juvenile Department from hiring, promoting, or contracting with anyone who has engaged in, been convicted of, or been civilly or administratively adjudicated for engaging in sexual abuse in confinement settings. This standard requires the Linn County Juvenile Department to conduct Criminal background checks, conduct a check of the state's child abuse registry, and make its best effort to contact prior institutional employers to obtain this information.

LINN COUNTY IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

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PRISON RAPE ELIMINATION ACT QUESTIONNAIRE

Applicant Name

*** This questionnaire is *REQUIRED* to be completed and submitted with your application of employment to the Linn County Juvenile Department.**

1. List any correctional facility, jail, lockup, community confinement, juvenile facility or other institution you have worked or volunteered for.
2. Have you ever engaged in sexual abuse in a prison, jail, lockup, community confinement facility, juvenile facility or other institution (as defined in 42 U.S.C. 1997)
3. Have you ever been convicted of engaging or attempting to engage in sexual activity in the community facilitated by force, overt or implied threats of force, or coercion, or if the victim did not consent or was unable to consent or refuse?
4. Have you been involved with any incident of sexual harassment? **If yes, please describe?**