

**WASHINGTON COUNTY COMMUNITY CORRECTIONS**  
**INTERNS/PROFESSIONALS IN TRAINING VOLUNTEERS**

**POSITION TITLE: JUVENILE PROBATION/SUPERVISION UNIT**

**GENERAL DESCRIPTION:** The Juvenile Supervision Unit Intern/Volunteer Position provides candidates the opportunity to work with medium- to high-risk juveniles who are placed on probation by the Court. This position provides Interns/Volunteers with an introduction to the juvenile justice system, a basic understanding of juvenile probation and awareness of a variety of community programs and agencies that serve juvenile offenders. Interns/Volunteers will be exposed to a variety of probation duties, including caseload supervision and case management, court appearances, and report writing. Washington County Community Corrections emphasizes evidence-based correctional practices such as risk assessment, effective case management, motivational strategies, cognitive behavioral programming, and other research-based interventions designed to reduce a youth's risk to re-offend.

**EXAMPLES OF WORK:**

1. Observe and participate in case management and supervision of juvenile offenders.
2. Monitor youth compliance with the conditions of probation through contact with parents, youth and youth-serving agencies.
3. Observe and participate in court hearings.
4. Develop and coordinate case plans, including completion of risk assessments.
5. Write reports to court summarizing youth adjustment to probation.
6. Attend juvenile case planning and Juvenile Unit meetings.
7. Observe and participate in other criminal justice functions such as professional trainings, and site visits to community programs and residential placement facilities.

**SUPERVISION:** Interns/Volunteers will be under the direct supervision of a Juvenile Probation Officer. Supervision will also be provided by the Juvenile Unit Supervisor.

**WORK SITES:** Washington County Courthouse, Stillwater, Washington County Service Center, Forest Lake, Washington County Service Center, Cottage Grove.

**TIME REQUIREMENT:** Minimum requirement 200 hours.

**QUALIFICATIONS:** Interns/Volunteers shall have completed at least two years of college-level work in a related field.

**Candidates must also meet the Department Standards and Criteria attached.**