

WASHINGTON COUNTY COMMUNITY CORRECTIONS
INTERNS/PROFESSIONALS IN TRAINING VOLUNTEERS

POSITION TITLE: JUVENILE PROBATION/ LOW RISK UNIT

GENERAL DESCRIPTION: The Juvenile Probation Low Risk Unit provides probation supervision to youth who have committed misdemeanor or petty juvenile offenses and are considered at low risk to re-offend in the community. The program is staffed by a Juvenile Probation Aide. Youth are monitored to see that they complete the conditions of probation but are not actively supervised. The Low Risk Unit also monitors youth who have been diverted from court to see that they complete the conditions of diversion. Interns/Volunteers in this position have the opportunity to attend juvenile court hearings and to meet with youth and parents following the hearing to complete an intake interview. This position provides Interns/Volunteers an introduction to the juvenile justice system, a basic understanding of juvenile probation, and exposure to a variety of community programs and agencies that serve juvenile offenders.

EXAMPLES OF WORK:

1. Monitor youth compliance with the conditions of probation through telephone contact with parents, youth and youth serving agencies.
2. Utilize CSTS (Court Services Tracking System) to update condition status and other information regarding the youth.
3. Write reports to court summarizing youth adjustment to probation.
4. Attend court hearings.
5. Complete intake interviews with parents and youth following court hearings.
6. Attend Juvenile Case Planning and Juvenile Unit meetings.

SUPERVISION: Interns/Volunteers will be under the direct supervision of the Juvenile Probation Aide. Intern/Volunteer will also work with Juvenile Probation Officers and Juvenile Unit Supervisor.

WORK SITE: Washington County Courthouse, Stillwater, MN.

TIME REQUIREMENT: Minimum requirement 100 hours.

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

Candidates must also meet the Department Standards and Criteria attached.