

POSITION OPPORTUNITY ANNOUNCEMENT

DATE POSTED:	July 23, 2025	AVAILABILITY DATE:	Immediate
POSITION AVAILABLE:	Intensive Probation Officer		
STATUS:	Full time /Nonexempt		
WORK HOURS:	Forty-hour work week; usual hours are Monday through Friday, 8:00 a.m. to 4:00 p.m., with 24-hour, 7 days a week on-call availability required.		
LOCATION:	Richland County Juvenile Justice Center 411 S. Diamond Street Mansfield, Ohio 44902		

POSITION RESPONSIBILITIES:

Under the direction of the Supervisor, supervises caseload of felony and "at-risk" youth probationers utilizing the Phase System, development of treatment teams, wrap-around process, and the Balanced Approach to Restorative Justice.

QUALIFICATIONS:

- Bachelor's degree in Social Work, Criminal Justice, or related field. Three years of experience in a juvenile justice or mental health setting preferred. A combination of training and experience indicating the skills and abilities that relate to troubled adolescents and probation. Counseling background preferred. Knowledge of Juvenile Court policies and procedures preferred.
- Demonstrated facilitative, organizational, and computer skills.
- Reliable transportation and a valid Ohio Driver's License with an acceptable driving record as required by the Richland County Risk Management Office.
- History of satisfactory or above standard job performance; and a history of effective, cooperative, and positive working relationships with administration, management, supervisors, co-workers, subordinates, and the public.

Knowledge of:

- Federal and State laws, regulations, requirements, and ethics pertaining to truancy and dealing with juveniles.
- Juvenile Court policies, procedures, and processes.

Ability to:

- Pass a background check, including criminal records and drug testing.
- Maintain confidentiality, professional working relationships with clients, families, Court staff and staff of schools, and other agencies.
- Manage multiple priorities, assignments, schedule,s and time effectively with minimal supervision.
- Effectively communicate, honestly and respectfully, in written and oral formats, including facilitation of group/team meetings.

APPLICATION DEADLINE: 4:00 P.M. WEDNESDAY, JULY 30, 2025
APPLY AT, OR SEND RESUME TO:

Brian Bumpus, Court Administrator
Richland County Juvenile Justice Center
411 S. Diamond Street
Mansfield, Ohio 44902
(419) 774-1213 or bbumpus@rcjcoh.us

ALL POSITION POSTINGS ARE SUBJECT TO ONGOING EVALUATION AND MAY BE ALTERED OR REVOKED AT THE DISCRETION OF COURT ADMINISTRATION.

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