

COUNTY OF CAMERON



EMPLOYMENT OPPORTUNITY

DATE: January 29, 2019

DEADLINE: February 12, 2019

POSITION: **PROBATION AIDE COMMUNITY-BASED PROGRAMMING PART-TIME**

JOB LOCATION: Cameron County Juvenile Justice Department

SALARY: \$ 9.64 per hour

QUALIFICATIONS: Must have a High School Diploma or General Educational Development Certificate. Some college education in Criminal Justice, Corrections, Social Work, Psychology, Sociology or a related field is preferred but not required; Ability to communicate effectively (reading, writing, and understanding) in English; knowledge of Spanish is preferred; Basic Computer skills in Microsoft Word, Excel, PowerPoint; Must be over 21 years of age; Must have a Texas Motor Vehicle Driver's License and automobile insurance. Must work a flexible work schedule. Able to submit to a drug urinalysis pre-screening exam and pass a criminal background check. If the candidate for employment does have a criminal record, it must be cleared through the requirements as set forth by the Texas Juvenile Justice Department.

DESCRIPTION OF DUTIES: The goal for the Probation Aide is to be able to provide assistance to the Juvenile Probation Department and Juvenile Probation Officers of Cameron County Juvenile Probation Department. Supervises juveniles in order to ensure compliance with all juvenile court ordered programs and services. Performs duties and coordinates with supervisor the operations, activities and supervision of probation matters that are consistent with the philosophy and objective of the Juvenile Probation Department; Assists in any investigation when required and be able to testify in court. Must be available for all emergencies to include, but not limited to: inclement weather, taking children into custody, transporting probation children to placement or emergency release facilities, doctor(s) office(s) as directed by supervisor. Any and all other duties as assigned by the Chief Juvenile Probation Officer or designee, to include reassignment which is in the best interest of the department. This is not a Civil Service covered position.

HOW TO APPLY: Cameron County
Human Resources/Civil Service/Safety Risk Dept.
1100 E. Monroe St. Suite 118
Brownsville, TX 78520

AA/EEO/MFD EMPLOYER