

# COUNTY OF CAMERON



## EMPLOYMENT OPPORTUNITY

DATE: May 14, 2019  
DEADLINE: May 27, 2019

**POSITION:** VICTIMS ASSISTANCE CASE MANAGER

**JOB LOCATION:** Cameron County Juvenile Justice Department – Juvenile Probation  
(San Benito, TX)

**SALARY:** \$ 22,880.00 per year

**QUALIFICATIONS:** Must have a Bachelor’s degree in a related field of Criminal Justice, Psychology, or Government. Ability to communicate effectively (reading, writing and understanding) in English; knowledge of Spanish is preferred. Must be able to type 50 w.p.m. and be over 21 years of age. 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; Must have a valid Texas Driver’s License and automobile insurance. Must be bondable.

**DESCRIPTION OF DUTIES:** Coordinates and facilitates services for victims and or families of sexual assault for the Cameron County Juvenile Justice Department; Must be able to make assessments in relation to child’s attitude and needs for additional follow-up services; Works closely with the Victims Coordinator. Must comply by the T. J. P. C. Standards, and the Code of Ethics; Responsible for keeping all program records for reporting purposes maintain. Must adhere, maintain, and comply with professional conduct and ethical behavior consistent with the standards and policies, and procedures expected by the Prison Rape Elimination Act (PREA), TJJD, Cameron County, and Cameron County Juvenile Justice Department (CCJJD) at all time, both on duty and off duty. Performs any other duties assigned by the Chief Juvenile Probation Office and/or designee to include reassignment which is in the best interest of the department. This is not a Civil Service covered position.

**BENEFITS:** Cameron County Offers Excellent Fringe Benefits, Including: Health and Life Insurance Protection, Sick and Annual Leave, Retirement System and Paid Holidays. Cameron County has a mandatory direct deposit payroll program.

**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**