WHITESIDE COUNTY COURT SERVICES

Kevin Johnson, Director
200 E. Knox Street
Morrison, IL 61270
815-772-5190
815-772-2917(fax)

January 4, 2013

Accepting applications for:	**PROBATION OFFICER**
Starting Pay:	**$32,136.00 (annual)**
Approved Work Time:	**80 hours/pay period**
Application Close Date:	**January 18, 2013**

Duties for this position include serving the Court through the supervision of offenders such as conducting home visits and other field work, report writing, on-call assignments, drug testing, as well as other duties including those mandated by the Illinois Compiled Statutes.

Abilities needed include developing competency in the duties of a probation officer; gaining a working knowledge of the criminal justice system; demonstrating strong organizational, writing and computer skills; exhibiting skills to work well with a wide array of people including offenders and their families, victims of crime, co-workers, court personnel and law enforcement as well as members of the community.

Qualities being sought are integrity, professionalism, dependability, confidentiality, flexibility, and a willingness to learn new skills.

Minimum Qualifications: Bachelor's Degree from an accredited college or university, preferably with major course work in criminal justice, psychology, sociology, or related social sciences.

Compensation: $32,136.00 (annual); plus benefits.

Probationary period: Twelve months

Those interested must submit a cover letter and resume to the Director of Whiteside County Court Services at the address listed above. In addition, interested applicants must submit a state application for probation/court services employment. Inquiries can be directed to:

Joyce Barsema, Administrative Assistant
Whiteside County Court Services
200 E. Knox Street
Morrison, IL 61270 (815-772-5119) (Authorized by: Kevin Johnson, Director)

Whiteside County Court Services' mission is to serve the Court in a manner that encourages responsible offender behavior and enforces adherence to court-ordered conditions with the overriding goal of enhancing community safety and trust, while offering compassion and seeking restoration in the lives of victims.

EOE