

ANDREWS COUNTY CSO POSTING

Job Title: Community Supervision Officer
Closing Date: when filled
Salary: Based on experience

STATUTORY REQUIREMENTS: A bachelor's degree conferred by an institution of higher education by an accrediting organization recognized by the Texas Higher Education Coordinating Board in criminal justice, criminology, corrections, counseling, human services development, law, law enforcement, police science, pre-law, public administration, rehabilitative studies, social work, psychology, sociology, or if the bachelor's degree is in a field not listed above, the person must have: one year of graduate study in one of those fields or one year of experience in full time casework, counseling, or community or group work. The applicant cannot be employed as a peace officer, nor currently be on community supervision or parole or serving a sentence for a criminal offense.

In addition to the above statutory requirements a person must be able to become certified by the Texas Department of Criminal Justice—Community Justice Assistance Division (TDCJ-CJAD) within the first year of employment, as an officer.

DEPARTMENTAL REQUIREMENTS: Live/reside in Andrews County; bondable; available to attend out of town training; criminal history check will be a part of final selection process

JOB TASKS: Exercise mature and independent judgment in response to the responsibility to the Court of Andrews County, the Department and the probationer. Supervise a caseload of felony and/or misdemeanor cases. Case supervision must be conducted in a manner consistent with standards promulgated by the TDCJ-CJAD and as envisioned by the Director of Andrews County Community Supervision and Corrections Department. Supervise persons on community supervision and maintain accurate case records in accordance with departmental and CJAD standards. Other duties may be assigned as needed to carry out the operations of the Department and the Courts.

We Are An Equal Opportunity Employer.

Submit A Resume, job application and College Transcript to:

**Director of Andrews County CSCD
211 NW 1st Street
Andrews, TX 79714**

OR e-mail: carolynj@co.andrews.tx.us

OR fax: 432-524-4014

Call (432) 524-1416 for questions or additional information