

Job Title: DUI Court Surveillance Officer

Department: Office of the State's Attorney

Compensation: \$13/hour plus pro-rated benefits

Responsibilities: Monitor and provide surveillance on adult DUI Court Participants to ensure individuals adhere to the conditions of the DUI Court. Provide surveillance for a caseload of participants through the enforcement of a court ordered supervision program.

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Supervision: Work is performed under the general direction of the Richland County DUI Court Coordinator and reviewed with the DUI court team, following North Dakota Statutes, court rules and policies, and generally accepted professional guidelines and procedures.

Examples of Duties:

Conducts required surveillance of participants through the enforcement of mandated curfews, telephone contacts, frequent visits to work site, school and social service agencies, and day/night home visits.

Monitors and assists in enforcing conditions of DUI Court Program.

Participates in conferences to evaluate participant's progress and assists in determining appropriate changes to the participant's supervision program.

Consults with DUI Court Team and treatment staff on the provision of case management to ensure adherence to the DUI court standards and the utilization of evidence based practices.

Confers with probation and/or law enforcement on local drug/alcohol testing protocol and contract arrangements as needed to support the DUI court program.

Responsible for ensuring that DUI Court clients receive regular and random BAC checks and drug tests.

Implements corrective action plans to solve problems.

Effectively deal with angry and emotional participants in a professional manner.

Appropriately respond to complex and sensitive issues.

Maintain confidentiality.

Any other duties assigned.

Preferred

Qualifications:

Associate's degree from an accredited college or university with major coursework in Criminal Justice, Sociology, Psychology, Social Work, Human Services or Corrections.

Experience in criminal justice system, and familiarity and/or knowledge of chemical dependency assessment and/or mental health assessments.

Mandatory

Qualifications:

Must possess and maintain a valid driver's license and be free of any major traffic violations for the last three years.

Must have access to your own vehicle or other reliable transportation.

Must pass a required background check.

To Apply:

Applications are available from the Richland County Human Resource office, 418 Second Ave North, Wahpeton, North Dakota 58075. Telephone 701 642-7704.

Closing Date:

Applications accepted until position filled.