



81st & 218th Judicial District
Community Supervision
& Corrections Department
Atascosa, Frio, Karnes, La Salle, Wilson

Valerie Campos
Director

Andrew Flores
Deputy Director

Job Title: Community Supervision Officer **FLSA:** Non-exempt
Location: **Frio** County

MINIMUM QUALIFICATIONS: Must have a bachelor's degree conferred by an institution of higher education accredited by an accrediting organization recognized by the Texas Higher Education Coordinating Board. A degree or background in criminal justice, psychology, sociology, or social work is preferred. Applicants cannot be employed as a peace officer or work as a reserve or volunteer peace officer and cannot currently be on community supervision, parole, or serving a sentence for a criminal offense.

Applicant must pass a physical, criminal history check and drug test.

DUTIES: Supervise a caseload of offenders placed under community supervision for felony and misdemeanor offenses. Specific duties will consist of monitoring the offender's compliance with the orders of the Court through routine office and field contacts to ensure community safety, referring the offender to behavioral changing resources, conducting assessments and individual case plans, urinalysis testing, performing intake interviews, communicating and working with other professional agencies, reporting violations of probation to the appropriate authority in a timely manner, providing effective courtroom testimony, and maintaining a high level of professionalism. Applicant must possess good technical writing, interviewing and critical thinking skills to prepare extensive pre-sentence investigation reports.

PHYSICAL DEMANDS REQUIREMENTS: The duties of a Community Supervision Officer include office and field work, which both require the supervision of criminal offenders who may present physical danger to the officer and to the public. In the supervision of these offenders, essential duties require moderate to arduous physical exertion, including prolonged periods of walking and standing, physical dexterity and coordination, and use of self-defense tactics. Because a Community Supervision Officer must effectively deal with the possibility of physical altercations and is subject to moderate to arduous physical exertion, applicants must be physically capable. Office work requires prolonged periods of sitting and standing, moderate lifting, and walking. Both field work and office work are required of all Community Supervision Officers, and both are essential functions of the job.

This list is not all-inclusive, but covers the main areas of responsibilities.

SALARY: Entry Level: \$46,000.00 plus benefits - negotiable based on experience
CLOSING DATE: until filled

Please submit **cover letter and **resume** to:**

Valerie Campos
Director

81st & 218th Judicial District CSCD, 1102 3rd Street, Floresville, TX 78114
Or via email: vcampos@81-218cscd.org

*****Please provide references and certified college transcripts if selected for an interview*****

ATASCOSA COUNTY
1405 Campbell Avenue, Suite 102
Jourdan, TX 78026
P: 830-769-3724
F: 830-769-2083

FRIO COUNTY
500 E. San Antonio St. Box 14
Pearsall, TX 78061
P: 830-505-2976
F: 830-334-0068

KARNES COUNTY
210 W. Calvert, Suite 170
Karnes City, TX 78118
P: 830-780-3394
F: 830-780-4546

LA SALLE COUNTY
101 Courthouse Square, Suite 119
Cotulla, TX 78014
P: 830-483-5151
F: 830-483-5108

WILSON COUNTY
1102 3rd Street
Floresville, TX 78114
P: 830-393-7317
F: 830-393-7326