

**SECOND JUDICIAL DISTRICT DEPARTMENT OF CORRECTIONAL SERVICES**  
**VACANCY NOTIFICATION**  
**Dependent upon Funding**

**TO:** ALL Applicants  
**POSTING DATE:** May 3, 2021

**REASSIGNMENT**  
**CLOSING DATE:** May 6, 2021 @ 3pm

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**ALL APPLICANTS**  
**CLOSING DATE:** May 17, 2021 @ 3pm

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**CLASSIFICATION:** Community Treatment Coordinator

**POSITION OPEN:** 1.0 FTE  
**OFFICIAL DOMICILE:** Fort Dodge Probation Parole Office  
Will be supervised by the Field Supervisor

**SALARY:** Pay Grade 29 Hourly: \$26.32 - \$40.06

Shift	Status
Variable schedule including evening and weekend hours to accommodate caseload requirements, treatment services for clients, travel and training.	Full-Time

**GENERAL DUTIES:** Supports inclusion and diversity in all dealings with clients, employees and community members. Under general supervision, coordinates the treatment rehabilitation program within a Judicial District. Has a broad and deep understanding of assessment, individual, and group treatment interventions. Performs comprehensive professional correctional assessments, difficult and intensive treatment interventions and serves as a lead facilitator in group interventions. Serves as a treatment expert for the District, or a trainer/trainer of trainers in a needed area. Assists with performing continuous quality improvement activities, and mentors other staff. Performs related advanced level work as required. Provides specialized supervision for clients that suffer significant mental health issues that interfere with their ability to function in the community. Provides individual interventions designed to address mental health issues as well as referral to other mental health services, such as individual therapy and medication compliance.

**QUALIFICATIONS:** Graduation from a four-year accredited college or university; or Graduation from an accredited two-year or a minimum of 60 credit hours at an accredited college or university and three years human services/criminal justice experience; or Two years satisfactory experience as Probation/Parole Officer II or Community Program Monitor in a district or a similar position in another jurisdiction or agency.

**PREFERRED QUALIFICATIONS:** Degree in Criminology, Social Work, Human Services, Behavioral Sciences, Sociology, or Psychology and/or correctional experience. Training and significant prior experience working with adults in behavioral or mental health treatment related field. **Broad knowledge and understanding of correctional research, principles of effective correctional interventions, and the adult criminal justice system.**

**NECESSARY SPECIAL REQUIREMENTS:**

Barring reasonable accommodation under the American with Disabilities Act, designated positions in this job class require applicants to possess, obtain and maintain a valid driver's license, and the ability to be insured and maintain insurability under the district's auto insurance coverage. Satisfactory completion of a background investigation and criminal history check. Successful completion of psychological testing and examination as required. Successful completion of a urinalysis test for illegal substances. Ability to obtain Trainer of Trainer status in all assessments and treatment curriculum provided by the Department.

**All applicants must complete the Department's Application for Employment packet  
(to include unofficial transcript)**

**NO RESUMES WILL BE ACCEPTED**

**DEADLINE:** Applications must be received by 3:00pm on closing date above.  
**Application materials for Employment:** <http://www.2nddcs.com/Employment.html>

**SUBMIT** completed DEPARTMENT APPLICATION forms to: [pattee.yetmar@iowa.gov](mailto:pattee.yetmar@iowa.gov)