

WE ARE HIRING



Seeking Case Manager to work for the Duval-Jim Hogg County Juvenile Probation Department.

OPEN POSITION Truancy Case Manager Position

Duties

- Assessing clients' physical and mental wellness, needs, preferences and abilities, and developing plans to improve
- Working with client support networks (family, friends, schools, ...).
- Referring clients to other agencies for counseling or training according to their needs and concerns
- Implementing community service and truancy programs
- Work in coordination with schools, truancy court, and juvenile court personnel
- Documenting clients' progress; charting referrals; and scheduling home and school visits
- Evaluating clients' progress periodically and making adjustments as needed
- Staffing cases with Juvenile Probation Officers
- Receiving assignments from department head
- Travel between Duval and Jim Hogg counties will occasionally be required
- Must have a Valid Driver's License and automobile insurance (May require transporting Clients.)
- Position availability is based on Yearly Grant Award.

Education

Associates Degree preferred but not required. Minimum required is a High School Diploma or GED from an accredited school.

Salary: Based on experience

Position closes on: FEBRUARY 5, 2024

Resumes with references

can be mailed to:

Duval-Jim Hogg JPD
P.O. Box 1069
San Diego, Texas 78384

Or hand delivered to the Jim Hogg County Judge's Office in Hebbronville, Texas
or the Duval County Judge's Office in San Diego, Texas.

The Duval-Jim Hogg County Juvenile Probation Department is an Equal Employment Opportunity Agency

POSTED:
January 8 2024
AT 8:08 A.M.
ZONIA G. MORALES
COUNTY AND DISTRICT CLERK
JIM HOGG COUNTY, TEXAS
BY Rae Gutierrez DEPUTY