



## FRESNO COUNTY SHERIFF'S OFFICE

# JOB LINE



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### Correctional Officer for Transition From Jail to Community (TJC) Housing Unit

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#### POSITION:

The Jail Programs and Services Bureau is in need of two Correctional Officers for the Transition from Jail to Community (TJC) Housing Unit. Under the command and direction of the Offender Programs Manager and a Correctional Sergeant these positions will be part of a team that includes; two deputy probation officers, a social worker, and members of several government, non-government, and community based organizations and service providers. They will work together to provide evidence based programs and practices for the successful transition of inmates back into the Fresno County Community. The sergeant will oversee and provide for the training of the TJC team and procure needed equipment and materials. The position will be 10.5 hours per day (84 hours per pay period) with flexible duty hours and days.

#### MINIMUM REQUIREMENTS:

- Correctional Officer I, II, or III
- Successfully completed probation
- Current satisfactory evaluation on file

#### EXPECTATIONS OF APPLICANTS:

Potential candidates must possess excellent written and verbal communication skills, have competent computer skills and be knowledgeable in current policies and procedures. Potential candidates should have good organizational skills, have a high level of maturity and self-motivation, and work well with outside agencies and the public. Candidates must be able to express an understanding of the benefits associated with targeted Evidence Based programs and services. Applicants may be required to work a flexible schedule as necessary, in order to provide oversight on all shifts when needed.

Interested qualified applicants should express their interest via email to Offender programs Manger Michelle LeFors no later than **3:00 PM on Tuesday May 7, 2013**. Please put in the subject line of your email, "TJC Correctional Officer" (without the quotation marks).

*Assignment to this position will ultimately be determined by the Sheriff, and may not be from those expressing original interest. The Sheriff reserves the right to make assignments to this position based on the best interests of the Bureau, the Office and the public we serve.*