

Market Range Detail - Community Justice Coordinator

Effective Date

May 30, 2011

Market Range Title Description

Positions in this market range title are responsible for providing and coordinating intensive, comprehensive support services and case management to participants in the Community Justice Support Services program within the Department of Human Services. Primary responsibilities include: providing offenders/probationers and their families intensive and sustained one-on-one support; counseling and monitoring in order to improve their chances for successful reintegration into the community; developing a community justice support/compliance plan in conjunction with the probation officer, probationer and other justice system members to assess needs, define goals and identify steps to achieve goals; advocating on probationers' behalf to navigate service delivery systems; coordinating, participating in and monitoring service delivery for probationers; designing support/compliance plans that involve the probationer and their family that encourage and initiate changed behaviors/thoughts to avoid recidivism; gathering data and reporting on each probationer as required by the courts, probation officers and others.

Positions in this market range title are differentiated from Probation Officers in that the latter are officers of the court and carry weapons in their probation compliance monitoring duties. Positions in this market range title are differentiated from Social Workers in that the former works specifically within the Community Justice Support Services program and performs probation monitoring functions in conjunction with intensive case management for reintegration.

Market Range

Minimum Hourly Rate	Midpoint / Hiring Maximum	Maximum Hourly Rate
\$18.70	\$23.68	\$28.65

Likely Minimum Qualifications

- Bachelor's degree in behavioral science, criminal justice, social work or a related field.
- Three years related criminal justice or social work experience including at least 1 year of case management experience.
- Other combinations of education and experience may substitute for the minimum qualifications.

Working Titles

- Community Justice Support Services Specialist

Glossary:

Market Range Title: Broad grouping of related positions with like job responsibilities and qualifications. Market Range Titles typically include positions ranging from entry level to senior/lead level unless indicated otherwise.

Effective date: The date the salary range was implemented for use.

Market Range Title Description: Broad description of sample job duties and responsibilities of positions included in the Market Range Title. Each position included in a Market Range Title also has a job description that is specific to the department. Departments are responsible for writing and maintaining job descriptions for positions in their department. Employee Compensation is responsible for writing and maintaining Market Range Title Descriptions.

Likely Minimum Qualifications: Typical minimum qualifications for positions assigned to the Market Range Title. Because a broad group of jobs in different departments are included in a Market Range Title, minimum and preferred qualifications may vary slightly depending on the area of assignment.

Market Range: The minimum, midpoint, and maximum salary points for all positions included in the Market Range Title.

Hiring Range: The hiring range for all positions is ordinarily the minimum of the market range to the midpoint. The use of a different hiring range must be approved by Employee Compensation. Departments should use a hiring range that is within their funding capabilities and are required to comply with the County's Funded Position Policy ensuring that applicants are extended a rate that is supported by the department's budget.

Working Title: The specific title used by a department to identify a position within their organizational structure. Use of working titles is flexible and aimed to assist departments in identifying the unique functions and responsibilities of each position and is representative of the assigned Market Range Title. Ordinarily, supervisory and/or managerial titles should not be used for positions not assigned to a supervisory and/or manager Market Range Title.