| Jefferson Court Services | Community Corrections, Drug CourtPretrial Services |
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**Pretrial Services Job Posting**

**Position: Diversion Case Manager Status: Full Time (hourly non-exempt)**

**Posting end date: October 30, 2021**

Jefferson County Court Services is accepting resumes for a Full-time Diversion Case Manager responsible for the supervision of participants placed in a diversion program. The position pay is determined by education and experience, is 35 hours per week, and includes the Jefferson County Government Benefits package.

Diversion Case Manger duties include: Administering risk assessments; providing risk information/documentation to Judges, Prosecutors and defense attorneys; supervising defendants placed on diversion; providing programming to participants, and reporting supervision compliance to the Court and Prosecutor’s Office.

The Diversion Case Manager must have working knowledge of standard computer software, knowledge of local, state, and federal laws, understanding of substance abuse addictions and mental health conditions, experience in the criminal justice system, and the ***ability to effectively work with participants to promote and model positive change.***

Job requirements:

* Bachelor degree from a college or university accredited by an accrediting organization recognized by the Council for Higher Education Accreditation
* Be at least 21 years of age
* Be an American Citizen
* Be a person of good moral character

**Please email resumes to:**

amber.finnegan@jeffersoncounty.in.gov

Amber Finnegan, Court Services Director