

Re-entry Case Manager
Delaware County Sheriff's Office

Applications are being accepted for the position of Re-entry Case Manager for the Delaware County Sheriff's Office. This position is responsible for providing case management services to offenders. Individual will coordinate in reach services while an offender is incarcerated and link offenders with services in the community prior to their release. This case manager will work closely with community partners and families to provide services to offenders in the Delaware community. The Re-entry Case Manager will be under the supervision of the Re-entry Coordinator. This is a grant funded position.

Qualifications for this position are as follows:

- Bachelors degree, Masters preferred, in Criminology, Social Services, Sociology or related field, plus a minimum of five (5) years related work experience in the criminal justice or correctional field;
- Ability to work in a correctional job setting;
- Work with area court systems, probation officers and law enforcement professionals;
- Provide crisis intervention and other case management services to inmates;
- Create and maintain case records that contain necessary documentation, related activities, and State/Federally required documentation;
- Conduct life skills and substance abuse education to inmates;
- Identify and refer individuals for mental health and substance abuse services;
- Coordinate individual and group mental health substance abuse programming with local service providers;
- Monitor and evaluate peer and familial interaction for program participants;
- Work with other public and private agencies in obtaining and providing necessary information concerning program participants;
- Conduct community education and outreach to community agencies, organizations and the faith-based community;
- Work with other public and private agencies in obtaining and providing necessary information concerning program participants;
- Devise correspondence, completing forms and developing reports associated with the public assistance operations;
- Handle inmate complaints and public inquires regarding programs; and
- Keep appropriate files on inmates in a secure office setting;
- Must possess a valid Ohio Driver's License with an acceptable driving record.

Delaware County offers a competitive compensation package and an opportunity for both professional and personal growth. Pay range for this position is \$19.00 hourly. Qualified candidates must submit an employment application which can be obtained from our website at www.delawarecountysheriff.com, at the Delaware County Sheriff's Office, 149 N. Sandusky St., Delaware, Ohio, 43015, by calling 740/833-2810. Deadline for submitting an application is Monday, November 14, 2011.

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