



# EMPLOYMENT OPPORTUNITY

- This recruitment is available only to Thurston County employees and individuals on the recall/rehire list.
- This recruitment is open to the public.

<b>POSITION TITLE:</b> Pretrial Services Director	<b>DEPARTMENT:</b> Pretrial Services
<b>CLOSING DATE:</b> Continuous	<b>POSITION #:</b> 37-R-01310
<b>SALARY RANGE:</b> \$6,515 - \$8,686 / month	<b>FTE:</b> 1.00
<b>EMPLOYMENT TYPE:</b> Regular, Full-Time	<b>ELIGIBLE FOR BENEFITS:</b> YES
<b>CONTACT PERSON:</b> Lauren Spurgeon	<b>PHONE #:</b> (360) 786-5498
<b>UNION:</b> NO	

## SUMMARY OF DUTIES:

*\*\*This employment opportunity has been reopened. If you previously applied for the Pretrial Services Director position, your application is being considered and there is no need to reapply\*\**

The Director is responsible for the overall management and supervision of the Pretrial Services Department for Thurston County. Responsibilities include planning and design, policy and procedure development, development and implementation of short- and long-range goals, budget development and oversight, supervision of all personnel, program evaluation, and extensive work with elected officials, other agencies, and the public. This position is a working manager and is also expected to be able to perform the duties of Pretrial Specialist staff.

This is an "at will" position that serves at the pleasure of the Pretrial Services Governing Board. The position receives policy guidance, program oversight, direction on strategic initiatives, operation priorities, and budget direction from the Pretrial Services Governing Board.

**This recruitment will remain open until filled, however, to be considered for the first round of interviews, application packages must be received by August 14, 2016.**

For a complete job announcement, please click [HERE](#).

## QUALIFICATIONS:

- Master's degree in Sociology, Psychology, Criminal Justice, Public Administration or a related field. A Bachelor's degree may be substituted with two years additional relevant experience.
- Four years of professional experience in the criminal justice or social services field in interviewing, counseling or supervision of defendants.
- Three years of experience leading or supervising staff.
- Four years of progressively responsible experience related to public program and policy development. Demonstrated competence in the principles and practices of public policy development and administration. Also must be able to demonstrate competency in supervising personnel involved in program implementation and in establishing and controlling budgets.
- Must successfully complete criminal background clearance to qualify as and for access to criminal record history.

## OTHER POSITION RELATED INFORMATION:

For a complete job description and the ability to apply please visit our employment website at [TC Human Resources](#).

**Contact Person: Lauren Spurgeon (360) 786-5498**

This position is:

- NOT Represented by a Union
- NOT Eligible for overtime under the Fair Labor Standards Act (FLSA)
- Eligible for benefits

Items required for consideration:

- Application
- Resume
- Cover Letter
- Salary History
- List of References