



# STATE OF ILLINOIS

## 17<sup>th</sup> Judicial Circuit

### Winnebago-Boone Counties

**Debbie L. Jarvis**  
Director, Department of Court Services

#### POSITION ANNOUNCEMENT JUVENILE PROBATION OFFICER

**Department**  
Winnebago County Juvenile Probation Division

Posting Date: 3-14-2024  
Closing Date: Until Filled

**Job Title**  
Juvenile Assessment Center Probation Officer

**Hours:** To Be Discussed

#### **Job Responsibilities**

- Provides case management of minors including Informal Probation supervision
- Conducts Probation Adjustment conferences and completes reports
- Performs Detention Screenings/Assessments
- Develops relationships with justice involved youth and families to overcome barriers to success. Connects individuals to programs for wrap around services.
- Meet with youth, family, schools and other agencies to ensure compliance
- Submits referral to community resources
- Maintains and updates case files
- Responsibilities will be discussed at interview

**Location**  
Juvenile Justice Center  
211 S. Court Street, Suite 117  
Rockford, IL 61101

**Salary**  
\$45,328

#### **Job Requirements**

- Bachelor's Degree mandatory.
- Experience in counseling, probation or corrections and related field desirable.
- Candidate must possess excellent oral and written communication skills.
- Must be a resident of the State of Illinois within 90 days of hiring.
- Must submit a state application for Probation and Court Services employment at:  
<http://www.illinoiscourts.gov/Administrative/forms/Probation/Employment>

#### **Send Resume to:**

Taryn Marko, Deputy Director  
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Rockford, IL 61101  
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