

**Hamilton County Probation Department
Now Accepting Applications For:**

**PROBATION OFFICER,
PROBATION OFFICER TRAINEE,
OR PROBATION ASSISTANT**

The Probation Officer provides evaluation, investigation and supervision services for persons within the jurisdiction of the courts. The duties require the application of modern social work techniques in making evaluations of adults and juveniles and in supervising persons on probation. The Probation Officer Trainee performs varied duties related to investigation and supervision in the probation agency while participating in a continuous in-service training program. The Probation Assistant assists probation officers in a local probation agency in various ways, such as gathering information for investigations and reports and helping to supervise persons on probation.

Minimum Qualifications for Probation Officer include a graduate degree in social work, education, administration, law, sociology, psychology, criminology or a related field; OR a Bachelor's degree and two years experience in counseling or casework in a recognized agency adhering to acceptable standards in probation, parole, social services, psychiatric or medial social work, or related field, OR appropriate combination of above training and experience.

Minimum Qualifications for Probation Officer Trainee include possession of a Bachelor's degree from a regionally accredited college or university or one recognized by the State Education Department with thirty (30) credit hours in the social or behavioral sciences. Once a Probation Officer Trainee has successfully completed one year of service as a Trainee, they would be promoted to a Probation Officer without further examination.

Minimum Qualifications for Probation Assistant include possession of a high school or equivalency diploma recognized by the State of New York and 4 years of experience in law enforcement work, social work or related work at an agency adhering to acceptable standards, OR Associate degree and 2 years of experience as stated above, OR a combination of the training and experience as stated above.

Successful candidates will be given a provisional appointment and must pass a civil service exam to be given in the near future. The candidate must qualify in the top three of the eligible list to receive a permanent appointment.

For more information or an application, please contact:
Hamilton County Personnel
PO Box 174, Court House
Lake Pleasant, NY 12108
(518) 548-6375

Applications must be received no later than May 18, 2018