

# NOTICE OF JOB OPENING

## GRANT POSITION

<b>Posting Begins</b>	September 8, 2022	<b>Posting Ends</b>	October 5, 2022
-----------------------	-------------------	---------------------	-----------------

<b>Position Title</b>	<b>PROGRAM SUPERVISOR (Drug Court)</b>
-----------------------	--

<b>Department</b>	Community Corrections	<b>Division</b>	Programs/Drug Court
-------------------	-----------------------	-----------------	---------------------

	New Position	X	Full-time	40	Hrs./Week
X	Replacement		Part-time A		Hrs./Week
	Seasonal Temporary		Part-time B		Hrs./Week

<b>Location of Position</b>	812 N. 7 <sup>th</sup> Street Kansas City, KS 66101
-----------------------------	---

**BRIEF JOB DESCRIPTION:** Will coordinate the Adult Drug/Alcohol specialty courts, supervise subordinate staff and provide direct services to an offender population. This position is directly responsible for coordinating the intake, review and day to day management of adult offenders. Will be responsible for the collection and analysis of statistics and programmatic objectives/outcomes. Acts as a liaison with all the programmatic partners both internal and external to the Unified Government. Covers a partial caseload as needed.

**MINIMUM QUALIFICATIONS:** Bachelor's Degree in a related field and two years of relevant experience related to cognitive instruction, offender instruction, case management, or counseling; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above. Understanding of the role substance addiction and mental illness plays in the supervision process. Knowledge of applicable local, state and federal laws and regulations. Ability to effectively communicate in both written and oral presentations.

**SUCCESSFUL APPLICANT IS REQUIRED TO TAKE  
PRE-EMPLOYMENT PHYSICAL AND DRUG SCREEN.**

<b>Salary Range</b>	\$4,608.94/mo.	<b>PI #</b>	6133	<b>Class. Code</b>	1417
---------------------	----------------	-------------	------	--------------------	------

**EXT 9/22/22**

It is the policy of the Unified Government not to discriminate against any employee or applicant for employment because of race, color, national origin or ancestry, religion or creed, sex, age or disability. All applicants for this position who do not presently hold a safety sensitive position with the Unified Government will be required to submit to a drug test after successful bid and before actual appointment

**MUST BE A RESIDENT OF WYANDOTTE COUNTY OR WILLING TO RELOCATE.**

**PUBLIC LAW REQUIRES ALL NEW APPOINTEES TO SUBMIT PROOF OF IDENTITY AND EMPLOYMENT ELIGIBILITY**

*The Unified Government of Wyandotte County/Kansas City, Kansas is an Equal Opportunity Employer and values diversity in its workforce.*

EOE

*The Unified Government of Wyandotte County / Kansas City, Kansas is an Equal Opportunity Employer and values diversity in its workforce.*