

**RUSH COUNTY COURT SERVICES  
101 E. Second St. 3<sup>rd</sup> Floor  
RUSHVILLE, INDIANA 46173**

***POSITION ANNOUNCEMENT***

Rush County Court Services announces openings for a Part-Time Field Supervision Officer. This position is responsible for direct client supervision for adult offenders. Work will be performed in an office or field. Tasks include, but are not limited to, the following: supervise, assist and monitor program participants; collection of urine screens; preparing risk assessments; reviewing, executing and insuring compliance with program conditions; conducting intakes for clients with programming; maintaining various document and computer file. Rush County requires its staff to utilize evidence-based practices.

Qualified applicants should demonstrate an ability to work independently and with minimal supervision. They must possess at minimum a High School Diploma, preferred secondary education in the area of criminal justice, sociology, or a related area, or an equivalent combination of education and experience. They should possess a valid Indiana driver's license. They should demonstrate an ability to complete firearms training and qualifications. This position has an hourly range based on education and experience from \$15.00 to \$19.00 per hour. A detailed position description may be obtained at the address below. Closing date is 2/28/2021 or until filled.

Resumes should be sent to the following:

Jake Kolb  
Deputy Director  
Rush County Court Services  
101 E. Second St. Rm 316  
Rushville, IN 46173  
[jkolb@rushcounty.in.gov](mailto:jkolb@rushcounty.in.gov)