



# *Lincoln County* OREGON

## COMMUNITY JUSTICE DIRECTOR

**\$100,548 - \$135,600**

*Plus Excellent Benefits*

*Apply by*  
**May 20, 2018**  
*(open until filled)*

**PROTHMAN**



## WHY APPLY?



Located on the scenic Oregon Coast, known for its miles of sandy beaches, forest roads, hiking trails, wilderness areas and picturesque bays, Lincoln County offers a respite from big city living.

With the County Seat of Newport located just three hours from Portland and two hours from Eugene, residents and visitors are drawn to the relaxing and slow-paced lifestyle centered around outdoor pursuits, such as windsurfing, kayaking, boating, fishing, sailing, hiking, cycling, camping or just wandering along the pristine seashore. Lincoln County's stunning natural scenery and outdoor recreational opportunities also make the region one of the most popular tourist destinations in the Northwest.

Lincoln County offers the right candidate with knowledge and expertise in both parole probation and juvenile services a challenging and rewarding career opportunity in an amazingly beautiful and charming place to live.



## THE COMMUNITY

Formed in February of 1893, Lincoln County has a population of 46,560 people which can blossom to over 100,000 at the height of the tourist season. The County covers roughly 992 square miles with approximately 54 miles of ocean beaches. Lincoln County enjoys a mild maritime climate and excellent air quality. Major elements of the economic base of the County are tourism and recreation, fishing, seafood processing, forest products manufacturing, logging, agriculture, and ocean research.



There are seven incorporated cities within the county borders, including Lincoln City, Depoe Bay, Siletz, Toledo, Newport, Waldport and Yachats, each with its own distinct personality. The cities give the County a small-town feel, yet the urban centers of Portland, Eugene and Corvallis are not far away. Newport is the County seat and the location of Yaquina Bay where the ocean industry is centered. The bay and surrounding areas are home to the large commercial and recreational fishing fleet, the Coast Guard, NOAA, OSU Hatfield Marine Science Center, Newport Aquarium, Oregon Department of Fish and Wildlife, and the new OMSI Day Camp. Oregon Coast Community College is also located in the County, with branches in Waldport and Lincoln City. Many festivals take place in Lincoln County throughout the year including the Wine and Seafood Festival, Celtic Festival, Yachats Mushroom Festival, Toledo Summer Festival, Siletz Pow Wow, Lincoln City Kite Festival, Depoe Bay Salmon Bake, the Lincoln County Fair and more.

## THE COUNTY

Lincoln County is governed by a three-member, nonpartisan Board of County Commissioners serving four-year staggered terms. The County employs 424 FTE's, and has a 2017-2018 adopted budget of 98 million. County departments include: Emergency Management, Fairgrounds, Finance & Accounting, Health & Human Services, Juvenile, Parks, Parole & Probation, Personnel, Planning & Development, Public Works, Surveyor's Office, Transit, and Veteran Services. Elected County positions include the Assessor, District Attorney, County Clerk, Sheriff, and Treasurer. The County has a strong management team (M-Team) made up of elected officials and department directors that works closely together with the Personnel Director.



## THE DEPARTMENT & POSITION

The Community Justice Department consists of two divisions: Parole & Probation and Juvenile. Parole & Probation has 17 FTE's, and is charged with the responsibility of safeguarding the public from further victimization by adult felony offenders in Probation and Parole supervised activities. The Department uses a variety of methods to turn negative behavior into positive behavior to break the criminal cycle.

The Juvenile Department has 15 FTE's and provides services for youth and their families as mandated in ORS 419 (Oregon Juvenile Code), including the provision of probation supervision, temporary and emergency shelter care for youth and secure detention for delinquent youth. The Juvenile Department also works with the Juvenile Court and other State agencies in providing 24-hour screening, investigate and effect a disposition on all referrals that are in the best interest of the child and the public, provide for counsel, and educate and rehabilitate youth.



Working under the general direction of the Board of Commissioners, Lincoln County's Community Justice Director is responsible for planning, organizing, directing and reviewing the activities and operations of Adult Parole and Probation and Juvenile Department Services within Lincoln County. The Director provides leadership and direction to a broad range of responsibilities for the safety and protection of the public through offender control and rehabilitation programs.

### **Other responsibilities include:**

- Uses expansive knowledge of County, State and Federal legislative processes and legislative developments related to the adult and juvenile operations and professional/technical outcomes.
- Administer and supervise investigation services, adult and juvenile probation, parole, post-prison supervision, institutional leave programs, interstate compact, along with juvenile court, detention and shelter services.
- Manage the County adult work crew and juvenile community service programs.
- Develop, implement, and evaluate department goals, objectives, policies, and procedures. Work closely with other justice service providers, the Courts, other County Departments, the Local Public Safety Coordinating Council, and other community organizations to develop a coordinated system of justice services in Lincoln County.
- Responsible for the development, preparation and management of annual County and outgoing State operating budgets. Direct the forecast of resources needed for staffing, equipment, materials and supplies; monitor and approve expenditures; implement quarterly and mid-year adjustments as deemed appropriate. Prepare and submit quarterly allotment and budget change reports.
- Serve as member of the Oregon Association of Community Corrections Directors, Oregon Juvenile Justice Directors Association, Local Public Safety Advisory Committee and various other boards and committees. Oversee public relations activities of department including making public presentations to groups and organizations. Act as liaison between department and other criminal justice agencies.
- For a full job description, please visit [www.prothman.com](http://www.prothman.com)

**IDEAL CANDIDATE****Education and Experience:**

This position requires a Bachelor's degree in behavioral or social sciences, criminology, psychology, law enforcement or a related field. A Master's degree in a related field is preferred. Candidates must have at least eight years of progressively responsible experience in juvenile and/or adult corrections or social services, including a minimum of five years of supervisory or management experience. Candidates must have advanced certification as an adult parole and probation officer and possess a valid Oregon drivers' license.

**Necessary Knowledge, Skills and Abilities:**

- Advanced Extensive knowledge of the practices, principles and procedures of adult and juvenile justice and correctional systems, programs and services.
- Proven knowledge of behavior and adjustment problems of persons convicted of crimes and methods of treating them.
- Thorough knowledge of modern principles and practices of management, supervision and administration, and knowledge of the principles, practices and procedures of public budgeting and contracting, including fiscal management, budget preparation, expenditure control and record keeping.
- Thorough knowledge of strategic planning practices and the ability to analyze and evaluate operations.
- Excellent communication and public relations skills, and human relations, interviewing, counseling and report writing skills, including the ability to teach these skills to others.
- Skill in program development and interagency planning.

- Knowledge of the judicial system, state and federal criminal law, probation and parole policies, and police and Sheriff procedures required.
- Knowledge of corrections policies, procedures, practices and programs.
- Strong oral, written and reading skills.
- Ability to negotiate and deal effectively with all levels of people. Must evaluate, isolate and act upon complex problems, recommend or implement action, and organize, research, analyze, and problem-solve.

Candidates may possess any combination of relevant education and experience that demonstrates their ability to perform the essential duties and responsibilities. The ideal candidate will be committed to excellent customer service.

**COMPENSATION & BENEFITS**

- \$100,548 - \$135,600 DOQ
- 11% County Contribution to 401(k).
- Annual Individual Contributions up to \$18,000 each into 401(k) and 457B.
- High Deductable Health Plan with a Fully Funded Health Savings Account (\$1500 individual, \$3000 Family Coverage)
- 9 Paid Holidays
- Generous Paid Time Off

**Please visit:**  
[www.co.lincoln.or.us](http://www.co.lincoln.or.us)



Lincoln County is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **May 20, 2018** (first review, open until filled). Applications, supplemental questions, resumes and cover letters will only be accepted electronically. To apply online, go to [www.prothman.com](http://www.prothman.com) and click on "submit your application" and follow the directions provided. Resumes, cover letters and supplemental questions can be uploaded once you have logged in. If you are a veteran and wish to request veterans' preference credit, please indicate that in your cover letter, and complete and submit the veterans' preference form posted on the website as instructed on the form.



**[www.prothman.com](http://www.prothman.com)**  
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