Marshall County, Indiana is now accepting applications for a full-time Chief Probation Officer. Duties require office administration and supervision of adult and juvenile probation officers and clerical staff. Caseload supervision of probationers may be required. Candidates must be at least 21 years old and have a Bachelor’s degree from an accredited university. Candidates must be a Certified Indiana Probation Officer. A minimum of 5 years experience as a probation officer or similar work experience is required.

Candidate should be knowledgeable of county budgetary processes and be prepared to monitor, prepare and present the annual probation budget. Candidate should expect to work with other county agencies such as law enforcement agencies and the prosecutor’s office. Knowledge of Community Corrections programming is beneficial, but not required. Candidates should also possess excellent oral and written communication skills as well as computer knowledge. Prior supervisory experience is a plus.

Salary in accordance with the Probation Officers’ salary guidelines at www.in.gov/judiciary/probation/. Applications will be taken until the position is filled.

Please submit your completed application to:

        Marshall County Building

        Human Resources Administrator

        112 W. Jefferson Street, Room 207

        Plymouth, Indiana 46563

Marshall County is an Equal Opportunity Employer.