

Department **Probation and Court Services**

Title **Assistant Superintendent**

The Sangamon County Court Services Department is accepting applications for a full-time position for an Assistant Superintendent, at the Sangamon County Juvenile Detention Center. Applicants must have the ability to work all days and shifts as needed.

Responsibilities Coordinates the day-to-day operations of the Juvenile Detention Center. Is responsible for ensuring the delivery of quality, evidence-based programming with established policy and procedure and is the general liaison for contractors, volunteers, interns and other agencies. Is responsible for ensuring that the Juvenile Detention Center achieves its operational and programming objectives as established by the Superintendent and the Probation and Court Services Department.

Requirements Obtained a Master's Degree in management, public administration, criminal justice, or social services, and three years of employment in probation/court services, one of which must be in juvenile detention/residential services, with at least two years of supervisory experience in these professions; or a Bachelor's Degree from an accredited college or university and five years of employment in probation/court services, one of which must be in juvenile detention/residential services, with at least three years of supervisory experience in these professions. Must be on the Administrative Office of Illinois Courts Chief Managing Officer/Non Director hiring eligibility list at the time of employment offer. Must be a U.S. Citizen and have a valid driver's license. Must pass a criminal and DCFS background check as well as a drug screening.

Benefits Annual Base salary range of \$79,705.00 - \$99,633.00, health, dental, and life insurance; pension plan; deferred compensation option; paid vacation, sick and personal time.

To apply you are required to submit a cover letter, a résumé, a Sangamon County Court Services Department application (go to www.sangamonil.gov, click Departments, click Probation and Court Services, click Employment Application), an unofficial copy of your college transcripts and a copy of your Administrative Office of Illinois Courts Probation/Court Services Employment/Promotion Application (go to www.illinoiscourts.gov, click Documents, click Applications/Forms, click Probation/Court Services Employment/Promotion Application) to Sangamon County Court Services Department, Attention: Julie Durr, 200 South Ninth Street, Room 308, Springfield, IL 62701-1608.

Sangamon County is an Equal Opportunity Employer