

Date Posted: 08/20/12

University of Houston
Graduate College of Social Work
JOB OPPORTUNITY POSTING

- Job Title:** Justice of the Peace (JP) Court Liaison
- Employer/Agency:** Protective Services for Children and Adults TRIAD Prevention Program
- Job Description:** Under the supervision of the TRIAD Program Manager, the JP Court Liaison works in two Justice of the Peace Courts located in Southeast Houston to assist youth charged with truancy and other Class C misdemeanors. The JP Court Liaison works closely with court staff, local community resources and school personnel to provide intervention referrals and short-term crisis counseling to at-risk youth and their families. Attends mandatory TRIAD staff meetings and trainings. Conducts follow-up sessions with families and assists families with alternative placement (both long and short term). Makes appropriate referrals to community service agencies for families experiencing conflict. Provides telephone counseling. Works independently. Performs other job-related duties as assigned.
- Qualifications:** Bachelor's degree in Social Work, Psychology, Sociology, Criminal Justice or a closely related field is required. A Master's in Social Science is preferred.
- EXPERIENCE:** The successful applicant must have at least one (1) year experience working with youth, adolescents and their families. Preference will be given to those applicants who have experience working with Juvenile Probation, Child Protective Services or Mental Health Mental Retardation Authority agencies.
- JOB SKILLS:** Must possess good organization, reporting, and documentation skills. Must possess a basic knowledge of juvenile laws and criminal procedure as applicable to the Justice of the Peace Courts. Must be able to communicate effectively with youth, parents and other collaborators. Must have knowledge and understanding of adolescent problems and stages of development. Must be capable of preparing and maintaining reports and to communicate clearly both orally and in written form. Must be able to maintain confidentiality as required by law and to display appropriate courtroom decorum and etiquette. Must be able to work independently. Must possess a valid Texas Driver's License. Must have knowledge of Harris County community resources. Must be able to type and operate basic computer programs.
- Salary/Hours:** 8:00 a.m. – 5:00 p.m. Monday – Friday

SALARY:

Bachelor's Degree: \$2,809.73 - \$3,192.80/Month

Master's Degree: \$3,090.53 - \$3,511.73/Month

Plus Mileage Reimbursement. Based On 26 Pay Periods

Employer/Agency: Harris County, Texas

Address: 1310 Prairie-Suite170

City, State, Zip: Houston, TX 77002-2021

Telephone Number: 713.755.3030

Fax Number: 713.755.8869

Application 1310 PRAIRIE – SUITE 170

Method: UPON RECEIVING A CONDITIONAL OFFER OF EMPLOYMENT, ALL
APPLICANTS ARE SCREENED FOR THE PRESENCE OF ILLEGAL DRUGS.

Opening Date: Open until filled.

***If your response to this job posting results in successful employment, please
email the GCSW Office of Alumni and Career Services at
mswjobs@sw.uh.edu with the hiring details of your new job opportunity.***

Thank you