

**79th Judicial District Community Supervision and Corrections Department
JOB POSTING**

Job Title: Specialized Caseload-Mental Health Officer

Prepared Date: August 28, 2025

Closing Date: Open until filled.

Salary: Commensurate upon experience up to \$50,000.00 per year

STATUTORY REQUIREMENTS: A Bachelor's Degree conferred by an institution of higher education by an accrediting organization recognized by the Texas Higher Education Coordinating Board; and unless the Bachelor's Degree is in Criminal Justice, Sociology, Psychology, or related field, the candidate must have one year of graduated study in Criminal Justice, Sociology, Psychology or related field or two years of experience with casework, counseling, or community or group work. In addition to the above statutory requirements a person must become certified by CJAD within the first year of employment as a Community Supervision Officer.

DEPARTMENTAL REQUIREMENTS: Valid Texas Driver's License, proof of liability insurance, available to attend out-of-town training, clear criminal history records check, and negative urinalysis result prior to final selection process. **Experience as a State Certified Community Supervision Officer will take preference.**

JOB TASKS: Exercise mature and independent judgment in response to the needs of the Courts, Community Supervision and Corrections Department, and the Mental Health Caseload participant. Supervise a caseload of no more than 60 high level felony cases. Case supervision must be conducted in a manner consistent with standards promulgated by the Community Justice Assistance Division of the Texas Department of Criminal Justice and as envisioned by the Director of the Jim Wells/Brooks Community Supervision and Corrections Department. Conduct with the Local Mental Health Authorities (LMHA) in accordance with an MOU between the Jim Wells CSCD/Brooks CSCD and the LMHA. Maintain accurate case records in accordance with Departmental and CJAD standards. Other duties may be assigned as needed to conduct the operations of the Department, the Courts, and the SCP-Mental Health Caseload.

Submit a Resume' and College Transcript to:

Ruben G. Valerio, Director
79th Judicial District CSCD
610 E. Second Street
Alice, Texas 78332

Direct all questions by email to rvalerio@co.jim-wells.tx.us