

FULL-TIME EMPLOYMENT
TODD-WADENA COMMUNITY CORRECTIONS

Todd-Wadena Community Corrections seeks one full-time Corrections Agent. Current caseload assignment consists of providing specialized investigative services and supervision of high and medium risk offenders, including sex offenders. Position requires flexible scheduling as some non-traditional hours will apply. Travel between both counties is required. This position includes supervision of offenders, investigative report writing, and other responsibilities required of a Corrections Agent. Successful applicant must be highly organized and efficient and demonstrate strong written and verbal communication skills. Minimum qualifications include four-year degree in criminal justice or related social science field, internship in corrections or commensurate paid or volunteer experience in related field, valid MN driver's license and auto insurance, and reliable transportation. Must pass agency background check requirements. Convictions, continuances or stays for crimes other than minor traffic offenses may disqualify the applicant from being hired. Salary range is commensurate with the Corrections Agent classification of the Minnesota Department of Corrections. Contact Kathy Langer, Director, at 320-732-6165 or kathy.langer@co.todd.mn.us for an application packet. Submit cover letter, resume and completed application to Kathy Langer, Director, Todd-Wadena Community Corrections, 239 Central Avenue, Long Prairie, MN 56347 by 4:30 p.m. on August 20, 2010.

“Equal Opportunity Employer”