**Division Manager – Probation Agency**

 County of Ventura, California

Salary: $97,377.10 - $136,341.30 Annually, plus benefits

Ventura County is located on California's "Gold Coast," approximately 35 miles northwest of Los Angeles and 20 miles southeast of Santa Barbara. Residents enjoy rolling hills and sweeping ocean views in a nearly perfect Mediterranean climate with an average annual temperature of 74 degrees. The beauty and weather combined with a wonderful quality of life are among the many reasons our residents choose to call Ventura County "home."

The Ventura County Probation Agency invites application for a Division Manager to join their team. Under general direction, will plan, organize, direct, supervise, coordinate, and be responsible for the administration and operation of a divisional program or major institutional facility in the Probation Agency and is to assist in the development of agency policies and procedures and in other matters of agency administration.

**EDUCATION, TRAINING and EXPERIENCE:**

The required knowledge, skills and abilities can be obtained by:

A)  Possession of either a high school diploma or a General Education (GED) certificate AND nine (9) years extensive experience in the probation, correctional and/or institutional fields which has led to the acquisition of the required knowledge, skills and abilities, two (2) of which must have been in a capacity equivalent to a Supervising Deputy Probation Officer with the Ventura County Probation Agency; OR

B)  An Associate of Arts degree or sixty (60) units of academically oriented coursework\* AND seven (7) years of increasingly responsible corrections work experience, two (2) of which must have been in a capacity equivalent to a Supervising Deputy Probation Officer with the Ventura County Probation Agency; OR

C)  A Bachelor's degree\* (preferably in behavioral science, social science, psychology, sociology, criminology, or a related field) AND five (5) years of increasingly responsible probation work, two (2) of which must have been in a capacity equivalent to a Supervising Deputy Probation Officer with the Ventura County Probation Agency.

\*College degrees and coursework must have been attained/earned at an accredited college or university.

**Necessary Special Requirements:**

* The Probation Agency Division Manager is a Peace Officer pursuant to Sections 830 and 830.5 of the Penal Code and Sections 1029, 1031 and 1031.5 of the Government Code and must meet all of the minimum standards contained therein.
* Possession of a valid California Driver License is required.
* Participation in and successful completion of all officer training classes. Maintenance of proficiency in Agency approved tactics such as control/restraint methods, the use of Oleoresin Capsicum (OC) spray, mechanical restraints and blocking and defensive striking techniques.
* Participation in the arming program when selected, upon selection must successfully complete all classroom and range requirements and maintain proficiency in the use of Agency issued firearms.
* Persons appointed for this classification will be required to attend and successfully complete 80 hours of State-mandated training during the first year of employment and 40 hours every year thereafter.

Supplemental Information:
Work is primarily performed in an office environment or in an adult or juvenile institution for offenders. Incumbents assigned to an institutional facility may be required to work nights, weekends and holidays on an on-call basis.

To APPLY for this exceptional career opportunity, submit an on-line application and attachments (resume) at [www.ventura.org/jobs](http://www.ventura.org/jobs).

For further information about this recruitment and to apply online, visit our website at <http://www.ventura.org/jobs>.

For additional inquiries, contact Denise Carrizosa by e-mail at Denise.Carrizosa@ventura.org or by telephone at (805) 654-5094.

**FILING DEADLINE: November 13, 2020.**