

Benefit Information:

- Health and Dental Insurance
- Health Care Spending Accounts
- Medical Spending Accounts
- Dependent Care Spending Accounts
- Georgia State Employees Pension and Saving Plan (GSEPS) contribution to the 401 (K) plan are matched by the state.
- Life Insurance
- Accidental Death and Dismemberment Insurance
- Short-term and Long-term Disability Insurance
- Legal Insurance
- Vision Insurance
- Long-term Care Insurance
- Credit Unions: Georgia United or Atlanta Postal
- Direct Deposit
- 12 paid holidays per year
- Up to 15—21 days of Annual Leave accrued per year (Based on length of service)
- Up to 15 days of Sick Leave accrued per year
- Paid Training
- Peace Officer Annuity and Benefit Fund (if applicable)
- Police Benevolent Association of Georgia (if applicable)
- State of Georgia Indemnification Program (if applicable)

DJJ offers a one-time Military Salary Increase to current/former military service members, on eligible job titles, who have served on active duty. The Character of Service Discharge must have been under Honorable conditions. The one-time incentive will be based upon the current number of active duty years served.

Military Salary Increase Incentive Amounts

- 2.5% for 1 year of active duty service
- 5% for 2 years of active duty service
- 7.5% for 3 years of active duty service
- 10% for 4+ years of active duty service

Eligible Job Titles:

- JPPS 2



Georgia Department of Juvenile Justice

Avery D. Niles, Commissioner

You are invited to look into a career with us serving youth in innovative and effective programs to aid in their growth and development. We offer exciting peace officer careers with attractive benefits which include solid pension plans for employees who vest with the plans. Officers function in law enforcement capacities and serve as mentors to youth helping them grow and meet their goals.

Come join our team!



Department of Juvenile Justice

The Mission:

"To protect and serve the citizens of Georgia by holding youthful offenders accountable for their actions through the delivery of treatment services and sanctions in appropriate settings and by establishing youth in their communities as productive and law abiding citizens."

DJJ Customer Service:

DJJ is committed to providing the highest quality customer service by well-trained professional staff, which promotes efficient and effective relationships with our customers.

3408 Covington Hwy
Decatur, Georgia 30032
(www.djj.state.ga.us)
(404) 508-6500

Regional Recruiters

North Region Office: (404) 807-2612

South Region Office: (404) 508-6500



Georgia Department of Juvenile Justice

Taking Action... Changing The Lives of Youth As A Juvenile Probation / Parole Specialist 1 or 2



The best way to predict a child's future
is to help create it —
Join our professional team to create a
better Georgia

Avery D. Niles, Commissioner
Elaine P. Snow, Board Chairman

Central Office:
Office of Human Resources
3408 Covington Highway
Decatur, Georgia 30032
djj.georgia.gov



GEORGIA DEPARTMENT OF JUVENILE JUSTICE

Responsibilities

Juvenile Probation/Parole Specialist 1 (JPPS 1): Under general supervision with guidance from higher level juvenile case managers, the (JPPS 1) provides supervision, supportive counseling, case management and general treatment services to juvenile offenders in a field services setting.

Juvenile Probation/Parole Specialist 2 (JPPS 2): Under general supervision, the (JPPS 2) performs a variety of duties relating to the juvenile offender such as intake and probation services, intensive supervision, counseling, case management, detention planning, and aftercare services.



Am I Qualified?

Job Minimum Qualifications:

Juvenile Probation/Parole Specialist 1: Completion of a Bachelor's degree **OR** Two years of experience in researching criminal history records, examining court records for criminal proceedings and in preparing report of findings **OR** Two years of experience as a certified peace officer.

Juvenile Probation/Parole Specialist 2: Completion of an undergraduate degree from an accredited college or university **OR** Three years experience as a Juvenile Probation/Parole Specialist I; **AND** a passing score on the Criminal Justice Exam. **NOTE: Positions require eligibility for POST certification for the related agency.**

Must pass the Criminal Justice Test with a score of 70 or higher. Exam should be taken prior to submitting applications. Proof of current test scores must be submitted with application to be eligible for consideration.

Applicants selected for hire will be subject to a criminal history/motor vehicle background check and must take and pass a drug test.

The Department of Juvenile Justice offers competitive salaries, career opportunities, and an excellent benefits package.



DJJ Youth Development Campuses & Regional Youth Detention Centers by Region



FOR MORE INFORMATION

On DJJ's facilities, programs, publications, statistics, and future employment opportunities visit our website at:

djj.georgia.gov

How do I apply for a position?

Juvenile Probation/Parole Specialist 1

To apply applicants must complete a State of Georgia Application For Employment. Applications can be obtained at any DJJ facility, DJJ Regional Recruiter's offices, Georgia Labor offices, DJJ website, and/or the State Personnel Administration.

If you meet the job minimum qualifications, then complete the application and you may either mail or drop it off at any location of your choice. You can apply at more than one location. All applicants **are not** contacted for an interview. The hiring manager makes the determinations regarding who to interview after review of the application packages.

Juvenile Probation/Parole Specialist 2

To apply applicants must complete a State of Georgia Application For Employment and take the Criminal Justice Test.

Testing:

Regular administrations of the Criminal Justice Test will be given on a first-come first-serve basis at two locations: DJJ Central Office, 3408 Covington Hwy., Decatur, GA, and State Offices South at Tift College, 300 Patrol Road, Forsyth, GA.

Applicants must register for the exam by visiting the DJJ website (under the "Careers" tab; Criminal Justice Test) and utilizing the Acuity registration system. Applicants will be able to select the location and session to make their reservation.

The exam is free, and there are no study materials. Applicants will have three (3) hours to complete the exam. A current photo ID, and proof of having a college degree from an accredited college/university is required before entry into the test site.

A score of 70 or higher is passing. Applicants will receive their score at the test site, and provided a written documentation of their score within 4 days after taking the exam via email.