

Santa Cruz County Probation Dept. –Internship Program

Internship Title: Santa Cruz County Probation Internship

Field Placement: Santa Cruz County Probation Dept

Location: Santa Cruz. Felton, or Watsonville

Address: 3650 Graham Hill Road Felton, Santa Cruz CA, 95061

Supervisor: Karla Wade

Title: DPOII, Intern Coordinator

Phone:831-454-3837

Email: Karla.wade@santacruzcounty.us

Website: <http://sccounty01.co.santa-cruz.ca.us/prb/index.asp>

Career Field: Legal Services/Law Enforcement

Brief Description of Organization: The Probation Department provides services to the Superior Court regarding adult and juvenile offenders. Our philosophy incorporates Restorative justice principals which includes repairing the harm caused by crime and helping offenders become more competent socially. Our services include supervising offenders, investigation, education and victim services. We operate juvenile hall and offer prevention services for at risk youth. Positions vary based upon departmental needs, and locations vary between Watsonville, Felton, and Santa Cruz based upon those needs.

Major Responsibilities: Various roles: Mentoring youth and adults by helping them successfully complete probation conditions; assist crime victims, tutoring, assist with investigative processes, working with the Courts, collaboration among various Community Based Organizations, among other related duties and tasks. For more information: <http://sccounty01.co.santa-cruz.ca.us/prb/internship.asp>

NOTE: advanced planning and attending an Intern Orientation is required as part of the application process. Additionally, undergoing a formal application process is required as it can take time for an applicant to get clearance to work here.

Qualifications: Ability to use or learn computer: excellent communication and listening skills, accuracy; ability to maintain boundaries and handle confidential information with delicacy. Please refer to the website for full description, application and orientation: <http://sccounty01.co.santa-cruz.ca.us/prb/index.asp>

Training Provided: Probation department interacts and collaborates with other agencies such as the district Attorney's Office, Child Protective Services, Mental Health, Law Enforcement,

Schools, and Community Based Organizations by gathering the information required by the Court and by hands on work with the Probation Officer. Interns may sit in on Juvenile Court hearings with approval of the Court. Juvenile Hall tours will be available. Interns will sit in on collaborative meeting whenever available and appropriate to their case work.

Hours/week: 8-10 hours/week

Commitment Length: 3-6 months

Work Study Available?: N/A

Number of Students Needed: This varies.

Liability Insurance?: Yes, through the county volunteer initiative program.

Additional information: Mailing Address: PO Box 1812 Santa Cruz CA, 95061

