

# Dallas County's Community Supervision & Corrections Department (CSCD) is seeking a Director of Community Supervision and Corrections



**The Dallas County CSCD is a professional criminal justice agency that serves the public under the authority of the criminal judiciary system.**



The CSCD is charged with public protection through the supervision of more than 50,000 offenders residing in Dallas County. We enforce the court-ordered conditions of community supervision and provide the offender with a wide range of rehabilitative services and resources.

Community Supervision is the supervised release of a defendant within the community in lieu of incarceration in jail or prison (versus parole, which is the supervision in the community upon early release from prison).

Dallas County's CSCD is staffed by more than 700 employees, including community supervision officers, assistant supervisors, supervisors, administrators and support staff.

### **Our Vision Statement**

Dallas County Community Supervision and Corrections Department will be regarded as the premier evidenced-based CSCD in Texas.

### **Our Mission Statement**

Dallas County CSCD is committed to protecting society, serving victims and the community, and facilitating positive change in offender behavior through the use of evidence-based intervention strategies.

### **Our Core Values**

Professionalism	Integrity
Respect	Accountability
Dignity	Empowerment
Collaboration	

### **Ideal Candidate**

Candidates for this position should be exceptional leaders with expert knowledge of concepts, practices and procedures related to community supervision/criminal justice, capable of planning and directing the services of this department and positively influencing others, while maintaining effective relationships with elected judges, staff, other county departments, external agencies and the public.

Exceptional oral/public speaking and written communication skills are needed, as the Director will represent the department internally and externally, including committees and local/state and national boards, media, management and staff at all levels.

As this is a position of public trust, personal integrity and ethics must be beyond reproach.

The desired candidate will be known for the use of innovation in planning, motivating and leading.

### **Compensation & Benefits**

Medical Insurance	Dental Plan
Life Insurance	Flexible Spending Accounts
Disability Coverage	Retirement Plan
Deferred Compensation	Paid Holidays
Annual Sick Leave	Annual Vacation Accruals

### **Our Location**

Our administration building is located at the Frank Crowley Criminal Courts Building in downtown Dallas. Specialized programs are located throughout the county.

There are 17 felony courts and 14 misdemeanor courts in the Dallas County criminal justice system where the supervision staff is responsible for carrying out duties as directed by the judge.

There are 8 primary field supervision offices, where officers are responsible for ensuring that offenders comply with conditions of supervision.

## **Dallas County's Community Supervision & Corrections Department (CSCD) is seeking a Director of Community Supervision and Corrections**

### **Job Purpose**

Provides strategic vision and tactical direction to directors, managers and supervisors in the effective development, implementation and attainment of the mission and goals of the department by: establishing departmental goals; developing strategic plans; providing effective leadership to a large staff; ensuring best practices are developed and implemented programmatically and financially; implementing strategies to recruit, motivate and retain a large staff; and working effectively with elected judges to ensure compliance with applicable laws, statutes, and orders of the Courts. These activities are designed to create and provide a comprehensive array of public policies and functional services to the citizens and Criminal Courts of Dallas County which include community safety, preventative and rehabilitation programs, automated systems design/implementation, public relations or media communications, legal and regulatory compliance, and providing significant departmental support for various inter-governmental or multi-jurisdictional related activities.

### **Management Scope**

Directs a large departmental staff of approximately 700 employees, with an operating budget of 45 million dollars. Director independently leads the department; however, must effectively communicate and coordinate with the elected judges. Has full management authority to hire, terminate, discipline and delegate special projects or strategic development plans.

### **Essential Duties and Responsibilities**

Provides leadership and direction to the Department.

Establishes strategic visions and implementation plans for the Department.

Directly responsible for management of employees in the Department to include: hiring, training, pay increases, evaluations, disciplinary actions and resolution of employee disputes.

Develops and promotes services, policies, and/or programs to improve the effectiveness or efficiency of the Department and reflects best practices in the field. Conducts management analysis and problem solving issues related to the Department.

Develops performance measures to assess effectiveness of service delivery methods, identifies opportunities for improving services and implements improvements.

Directs the activities of managers/supervisors in the performance of all managerial functions to plan, organize, prioritize projects/tasks, acquire/assign staff, coordinate, review and ensure the department is in full compliance with existing laws for achievement of both short and long term goals.

Directs the development of the annual budget, including cost saving programs.

Coordinates activities and programs with other departments to expedite work and improve performance using tact and diplomacy.

Performs all other related duties as assigned.

### **Qualifications - Education/Experience**

Minimum of a Bachelor's degree in criminal justice, criminology, corrections, counseling, human services development law, law enforcement, political science, pre-law, public administration, rehabilitative studies, social work, psychology or sociology.

Minimum of eight (8) years of experience as a Community Supervision/Corrections Officer that includes the supervision of offenders in the field. Minimum of ten (10) years of related progressive, managerial experience resulting in a high level managerial role.

Must obtain Texas CSO certification within one year.



### **Dallas County Contact**

Yulonda Fletcher

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### **To Apply Online**

<http://www.dallascounty.org>

### **Or Send Resumé to**

[Jobs.Jobs@dallascounty.org](mailto:Jobs.Jobs@dallascounty.org)

**Refer to IRC# 72529**

