

## Compensation & Benefits

The hire in salary range is \$3,795.20 — \$4,272.00 Bi-Weekly depending on qualifications. Mohave County offers a competitive benefit package which currently includes:

- *Paid Time Off Program (approximately 21 days of PTO for the first year of employment)*
- *11 paid holidays per year*
- *Employee health insurance (at partial cost to employee)*
- *Basic life, accidental death and dismemberment insurance*
- *Critical Illness, Hospital Indemnity Plans*
- *Short Term Disability (STD)*
- *Corrections Officer Retirement (CORP)*
- *Workers' Compensation*
- *Deferred Compensation Program*
- *Flexible Spending or Health Savings Accounts (Medical & Dependent Care)*
- *Optional insurances available at employee cost (dental, vision, life, dependent health insurance)*
- *Optional direct payroll deposit*
- *Identity Theft Protection*
- *Fitness Center*

Information contained in this brochure is subject to change and does not constitute an expressed or implied contract. Any provision contained in this bulletin may be modified or revoked without notice.

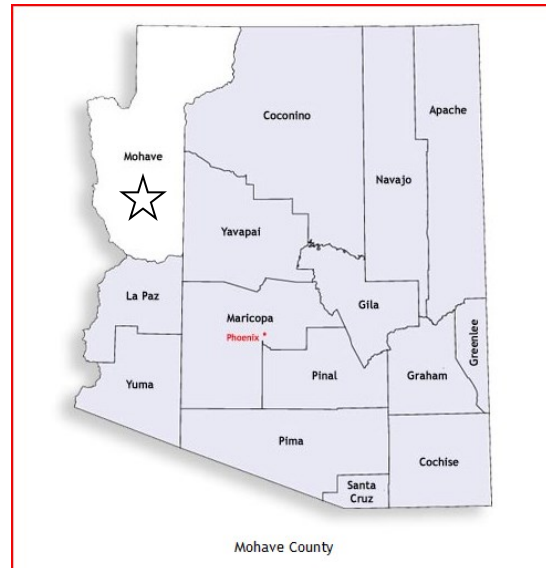
## The Area

Located in the northwest corner of Arizona, Mohave County offers enormous stretches of desert and mountains, a plethora of sight-seeing pleasures, and an inland Riviera - a thousand miles of Colorado River shoreline.

Of the three major cities within its borders, Kingman is the county seat and hub for rail and highway transportation; houses a large number of historic buildings and is the gateway to the majestic Hualapai Mountains.

Bullhead City is a bustling shoreline community along the Colorado River and offers water activities, picnic facilities, and is the bridge between Arizona and the bright lights of casino activity and entertainment in Laughlin, Nevada.

Lake Havasu City is a beautiful planned community, a water lover's paradise and home of the famed London Bridge. In addition, Mohave County offers the recreational activities of the Grand Canyon, Lake Mead, Hoover, Davis and Parker Dams, and the Virgin River Gorge.



## *The Superior Court of Arizona County of Mohave*

*invites applicants  
for the position of*

# Chief Probation Officer





**The Position**

Under administrative direction of the Presiding Superior Court Judge, the Chief Probation Officer is responsible for directing, planning, and organizing the administrative functions and activities of the adult and Probation Department in Mohave County, Arizona with office locations in Kingman, Bullhead City, Lake Havasu City, Arizona and St. George, Utah. The mission of the Probation Department is to protect the public, serve justice, and change lives.

The Chief Probation Officer position is an unclassified at-will position appointed by and serving at the pleasure of the Presiding Superior Court Judge with administrative supervision through the Superior Court Administrator. The position is not covered by the Judicial Merit System Rules of the Superior Court in Mohave County and is considered a salaried exempt position with respect to the Fair Labor Standards Act.

**Ideal Candidate Profile**

The successful candidate should possess:

- *demonstrated knowledge in the principles, practices, methods, statutes and rules of both the adult and juvenile probation fields*
- *strong leadership, management, conflict resolution and team building skills*
- *excellent interpersonal and communication skills*
- *experience in building professional and community partnerships*
- *demonstrated analytical problem solving ability*
- *experience in effectively formulating, implementing and managing public sector operating and capital budgets, including handling of multiple sources of funding*
- *demonstrated knowledge of accounting and financial controls*
- *strategic long and short-range planning skills with strong abilities in implementing organizational and procedural improvements within a complex system*



**Additionally, the successful candidate should**

- *be a hands-on leader able to initiate and positively manage change and lead the Probation Department in a dynamic and ever changing environment*
- *be open, approachable and people-oriented*
- *possess a proven ability to positively inspire confidence and empowerment and encourage broad participation by administration and staff at all levels*
- *be able to work in a team environment, promote collaboration within Probation, the court system, and outside agencies*

**Minimum Qualifications**

*Master's Degree in business, management, the social sciences or a related field from an accredited college or university, ten years experience in the field of corrections or probation, or working with offenders or delinquents in some equivalent capacity, with at least five years of progressively increasing responsibility in an administrative and supervisory capacity. The successful candidate must be at least 21 years of age and a citizen of the United States or have legal resident status.*

**How to Apply**

To be considered for this challenging opportunity, submit 1) cover letter of interest, 2) detailed resume, 3) Superior Court Application for Employment, to the Mohave County Superior Court Human Resource Office.

Position will close November 10, 2023, with initial review of applications November 13, 2023.

**Human Resources**

**Superior Court in Mohave County**

415 E. Spring Street, P. O. Box 7000  
Kingman Arizona 86402-7000

Phone: (928) 718-4928, Fax: (928) 753-8908

TDD: (928) 753-0726

E-mail: [SCHR@mohavecourts.com](mailto:SCHR@mohavecourts.com)

Applications may also be obtained from the Mohave County Courts website at: [www.mohavecourts.az.gov](http://www.mohavecourts.az.gov)  
(Click on Human Resources)



**The Selection Process**

The top qualified candidates will be invited to participate in an on-site progressive selection process. The final offer will be contingent upon successful completion of a polygraph, psychological, fingerprinting and a thorough criminal background check.

As a condition of employment, the selected candidate will be required to:

1. Successfully complete a pre-employment drug screen and breath alcohol test performed by the Court's designated medical provider;
2. Provide at their own expense, a satisfactory 39-month driving history and valid Arizona driver's license; and
3. Provide at their own expense, documents establishing identity and employment eligibility.

**Notice to Disabled Individuals**

Applicants with disabilities who require accommodations in the selection process should contact the Superior Court Human Resource Office at (928) 718-4928, TDD: (928) 753-0726. With prior notice, the Court will make every attempt to offer reasonable accommodation for qualified applicants and employees with disabilities in the selection process.

**Equal Opportunity**

The Mohave County Court System prohibits discrimination in employment due to race, color, religion, sex, age, national origin, or disability. As an equal employment opportunity and affirmative action employer, the Court recognizes the responsibility to extend equal employment opportunity to all persons.

