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MINNESOTA DISTRICT COURT 7TH JUDICIAL DISTRICT	
INDEPENDENT CONTRACTOR- SURVEILLANCE TECHNICIAN	
DEPARTMENT/LOCATION Stearns County Drug Court 725 Courthouse Square St. Cloud, MN 56303	HOURS OF WORK 20 hours per week Flexibility Required Mostly Evenings and Weekends

The Seventh Judicial District is currently seeking an **Independent Contractors to perform surveillance services.**

DESCRIPTION: This position is responsible for conducting random contacts with drug court probationers. These contacts are to monitor supervision and program compliance such as sobriety, associates, residence, employment and other life-style issues that are significant to program compliance. The work assignments for this position are performed in coordination with the drug court probation agent and under supervision of the agent and the drug court coordinator.

RESPONSIBILITIES:

- Perform surveillance checks, collateral visits, job checks and home visits as required (will be generally late evening, early morning hours and some weekends as determined necessary by the drug court probation agent).
- Collection of body fluids (urinalysis collection) for the purpose of determining substance abuse as required by the drug court probation agent.
- Conduct preliminary breath tests for the purpose of detecting alcohol use as required.
- Assist with all aspects of the Drug Court Probation Program including organizing home visits, employment verification, collateral contacts, and development and implementation of an individual support plan for the drug court participants.
- Minimal electronic record and file maintenance.
- Perform all other such duties and responsibilities as assigned.

QUALIFICATIONS:

- Graduation from an approved high school or vocational school
- Plus two to three years related post secondary education or four to six years related experience as stated in "Duties and Responsibilities" in a non-profit agency or private or public agency.
- Possess a valid Minnesota driver's license, reliable transportation and current automobile insurance.
- Plus factors: Experience in working with the public, law enforcement agencies, and areas that include direct client contact such as surveillance and other collateral sources as needed or other experience in the criminal justice field.
- Candidates must pass a criminal background in order to be eligible for this contract.

DESIRED KNOWLEDGE AND SKILLS:

- General Knowledge in the area of probation services.
- Knowledge and ability to plan and provide supervisory surveillance
- Understanding of treatment and supervision of substance abuse offenders.
- Experience in administering Preliminary Breath Tests and urinalysis tests.
- Must be self-motivated, assertive, and have the ability to work independently in stressful situations.
- Excellent interpersonal and communications skills.

WORK ENVIRONMENT: The work environment includes both office and field surveillance services at the home, work, and school of the participants.

CONTRACT COMPENSATION: \$16.80 per hour, 20 hours week maximum.

DEADLINE FOR CONSIDERATION: August 1, 2007

HOW TO APPLY: Please submit cover letter and resume to the Stearns County Drug Court, 725 Courthouse Square, St. Cloud, MN 56303.