

## **STANDARDS GOVERNING COMMUNITY-BASED PROBATION SERVICES**

*Community-based probation services are intended to enhance the ability of the juvenile justice system to achieve its mission by establishing and maintaining effective working relationships with community members, agencies and social institutions.*

*The following standards describe two models of community-based probation services. In the **community supervision model**, the juvenile probation officer supervises a caseload of juveniles while developing effective working relationships in the community. In the **community liaison model**, the officer is dedicated to developing and maintaining these relationships and the Court's programs located in the community, but does not carry a caseload.*

### **Community Supervision Model**

- I. The community-based probation officer shall carry a caseload that may consist of juveniles under informal adjustment, consent decree, and probation supervision.

*Juveniles receiving intensive probation or aftercare services shall receive a level of supervision consistent with JCJC standards governing these specialized services.*

- II. The caseload assigned to the community-based probation officer shall be limited in size to ensure a level of supervision that corresponds to the risks presented by each juvenile under supervision.
- III. A written supervision plan that provides balanced attention to the protection of the community, the imposition of accountability for offenses committed, and the development of competencies shall be developed, within ten days of the placement of the child under community-based supervision, based upon information gathered from the parents(s)/ guardian(s), crime victim(s), school and other relevant parties.
- IV. The supervision plan must be reviewed on a monthly basis by the probation officer and Chief Juvenile Probation Officer, or designee. The review will be utilized to determine progress achieved toward the goals and objectives set forth in the plan and to determine whether modification of the plan may be appropriate.
- V. A chronological record of all contacts shall be maintained and include, at a minimum: the name of the person contacted; the title/relationship of that person; the date of the contact; the time of the contact; the location of the contact (school, home, etc.); the type of contact (face-to-face, telephone, etc.); and a summary of the contact.
- VI. The community-based probation officer shall develop and maintain effective working relationships with community leaders, law enforcement, victim services, businesses and community agencies such as neighborhood crime watch organizations, schools, and churches.

- VII. The community-based probation officer shall attach priority to the restoration and reparation of crime victims and the community, and shall hold juveniles under supervision accountable for actively working to restore victims' losses.
- VIII. The community-based probation officer shall assess the strengths, interests, and skills of juveniles under supervision, and shall strive to identify and provide appropriate resources to build on these strengths, interests and skills.
- IX. The community-based probation officer shall develop and nurture partnerships with employers, educators and others who can provide juveniles with opportunities for competency development.

### **Community Liaison Model**

- I. The community liaison officer shall develop and maintain effective working relationships with community leaders, law enforcement, victim services, businesses, and community agencies, such as neighborhood crime watch organizations, schools, and churches.
- II. The community liaison officer shall develop and nurture partnerships with employers, educators and others who can provide juveniles with opportunities for competency development.
- III. The community liaison officer shall strive to educate the community regarding its role in a balanced and restorative juvenile justice system.
- IV. The community liaison officer shall encourage and support the community in delinquency prevention activities and in efforts to assist in the monitoring of juvenile offenders.
- V. The community liaison officer shall develop and maintain opportunities for valued community service and paid work experience for offenders.
- VI. The community liaison officer shall encourage and support the community's efforts to provide assistance to crime victims, their families, and their support systems.
- VII. The community liaison officer shall prepare a monthly report that summarizes significant activities.
- VIII. The work of the community liaison officer shall be reviewed at least monthly by the Chief Juvenile Probation Officer to determine the degree to which expectations regarding the aforementioned standards and related job duties are being met.