



**MILAM COUNTY  
COMMUNITY SUPERVISION and  
CORRECTIONS DEPARTMENT  
(ADULT PROBATION)**

806 North Crockett Ste. C  
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Cameron, TX 76520  
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STEVE MORRIS  
CSCD DIRECTOR

MAR 19 2025

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**Milam County CSCD Job Posting**

**Job Title: Senior Officer FLSA: Non-exempt**

**MINIMUM QUALIFICATIONS:** A bachelor's degree conferred by an institution of higher education accredited by an accrediting organization recognized by the Texas Higher Education Coordinating Board; and not be currently employed as a peace officer or work as a reserve or volunteer peace officer; and not be currently on community supervision, parole, or serving a sentence for a criminal offense.

Applicants must pass a criminal history background check and drug test. Previous experience as a Community Supervision Officer (CSO), experience working with clients who are chemically dependent, and the ability to speak Spanish fluently is preferred.

**DUTIES:**

A Community Supervision Officer (CSO) monitors Court ordered conditions of supervision through the direct supervision casework of defendants. A CSO may supervise a caseload of offenders placed under community supervision for felony and misdemeanor offenses. The Certified Community Supervision Officer (CSO) is responsible for the direct supervision of a caseload of Defendants in a manner consistent with departmental policies and operations, TDCJ-CJAD standards, and Texas state laws. A CSO serves to protect the community and give Defendants an opportunity to change their behavior by monitoring the conditions of supervision in a fair and equitable manner by making referrals to evidenced-based programming, monitoring potential conflicts with or risks to society, and providing services in an atmosphere to facilitate positive changes while working collaboratively with other agencies- all to assist a Defendant in achieving a successful completion of their term of supervision. In circumstances of non-compliance, a CSO will respond in a timely manner. CSOs perform all other duties as assigned.

The responsibility of the Senior Officer is to perform at a level of management and leadership greater than that required of a supervision officer (CSO).

Major duties and responsibilities may include, assisting in the reviewing of routine reports, correspondence and other work products of staff; providing necessary training to newly assigned staff; setting a professional example through leadership for other staff in the department to follow; providing department supervision during the absence of the Director; displaying competence to a degree that organizational objectives are accomplished without the requirement of continuous direct supervision of the Supervisor, and in addition to performing these duties, as well as the normal duties of a supervision officer, carrying out other such duties as may be assigned by the Director.

Qualifications for position: Minimum: Must have at least five years' experience as a Supervision Officer.

**PHYSICAL DEMANDS REQUIREMENTS:** Physical requirements include the ability to lift and carry to 5 -10 pounds occasionally, visual acuity, speech and hearing, hand and eye coordination, manual dexterity necessary to operate a computer and office equipment. Subject to standing, walking, sitting, repetitive motion, reaching, climbing stairs, bending, stooping, kneeling, crouching, crawling, pushing, pulling, balancing, squatting, and client contact when necessary to fulfil essential functions of the position. This job description is intended to be generic in nature. It is not necessarily an exhaustive list of all duties, requirements, or responsibilities.

**STARTING SALARY:** Salary will be based on education level and experience. Employer paid health insurance, TCDRS retirement plan, paid sick leave, paid vacation, paid holidays, and four-day work week following completion of six-month probationary period.

**CLOSING DATE:** until filled

***Please submit resume and application to:***

Steve Morris  
smorris@milamcounty.net  
254-697-7022

\*Please do not include any photographs with your resume or application. Applications including pictures will be discarded and not considered to be valid applications for employment.

**We are an Equal Opportunity Employer -This is an AT WILL Position of employment**