



Compliance Officer (MAT)
Accountability Courts – Full Time

ACC/8: Safety Sensitive
FLSA: Non-exempt

JOB SUMMARY

Supervises Accountability Court participants with Opioid Use Disorder (OUD) and / or Substance Use Disorder (SUD) and participants receiving Medically Assisted Treatment (MAT).

MAJOR DUTIES

- Participates fully as a court team member by attending all team meetings prior to court reviews, committing him or herself to the program mission and goals, and works as a full partner to ensure their success.
- Provides information on participant appropriateness from law enforcement sources to the team and makes recommendations to the team.
- Facilitates the swift delivery of bench warrants for participants who have absconded from the program.
- Acts as a liaison to police agencies, while providing education, information and training on the importance of the court programs to community safety and explains the benefits to law enforcement in collaborating with the court.
- Provides a monitoring function to the team to ensure compliance with court ordered terms and conditions of participation (along with supervision and treatment); i.e., conducts joint home visits, reports on a participant's activities in the community, and supervises participation in community service.
- Provides assistance, information, and support to participants in the community, and encourages them to succeed in the program.
- Conducts curfew checks.
- Conducts pill counts for participants who have prescribed medication or for participants receiving MAT.
- Performs random drug screens.
- The ability to operate in a constant state of alertness, and safe manner.

KNOWLEDGE REQUIRED BY THE POSITION

- Is knowledgeable of addiction including OUD and SUD, MAT, alcoholism, PTSD, trauma, mental illness, and pharmacology generally and applies that knowledge to respond to compliance in a therapeutically appropriate manner.
- Is knowledgeable of gender, age and cultural issues that may impact the offender's success.
- Knowledge of county and court policies and procedures.
- Ability to exercise sound judgment and decision-making.
- Ability to use proper and effective interview and interrogation techniques.
- Knowledge of law enforcement databases and other available sources of information.
- Knowledge of legal procedures and processes.
- Knowledge of case management tools, techniques, technology, and software.

SUPERVISORY CONTROLS

The Chief Compliance Officer and Accountability Court Coordinator assigns work in terms of somewhat general instructions. The supervisor spot-checks completed work for compliance with instructions and established procedures, accuracy, and the nature and propriety of the results.

GUIDELINES

Guidelines include court orders and department policies and procedures. These guidelines require judgment, selection and interpretation in application.

COMPLEXITY/SCOPE OF WORK

- The work consists of varied case management duties. The unique needs of each client contribute to the complexity of the position.
- The purpose of this position is to manage an assigned caseload. Success in this position contributes to participant compliance with requirements.

CONTACTS

- Contacts are typically with co-workers, other county personnel, law enforcement personnel, court personnel, attorneys, offenders and their families, representatives of other agencies, and members of the general public.
- Contacts are typically to provide services, to give or exchange information, to resolve problems, or to motivate or influence persons.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while intermittently sitting, standing, stooping, bending, crouching, or walking. The employee occasionally lifts light and heavy objects, uses tools or equipment requiring a high degree of dexterity, distinguishes between shades of color, and utilizes the sense of smell.
- The work is typically performed in an office and outdoors, occasionally in cold or inclement weather. The work requires the use of specialized law enforcement equipment.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

None.

MINIMUM QUALIFICATIONS

- Preferred but not required, bachelor's degree in a related field from an accredited college or university OR Two years' experience in law enforcement or related field.
- Requires Peace Officers Standards and Training (P.O.S.T.) certification.
- Possession of or ability to readily obtain a valid driver's license issued by the State of Georgia for the type of vehicle or equipment operated.

Pickens County, Georgia, is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.