

## **TDRC Program Monitor - LCA**

Leaders in Community Alternatives, Inc. (LCA) is a community-based criminal justice organization which has been providing services in California for over 25 years. LCA operates several adult Day Reporting Centers (DRC's) which offer a broad array of reentry services and integrate evidence-based criminal justice practices into service delivery. Through our partnership with Community Works West, we are seeking qualified applicants for a Program Monitor vacancy at our Alameda County program in Oakland.

The Program Monitor monitors the day-to-day movement of clients, volunteers and visitor to ensure the safety and security of the facility and provides supportive services to adult clients. Such supportive services include, but are not limited to, participating in social activities with clients, providing transportation services in the company van, and accompanying clients on identified appointments.

**Minimum qualifications and experience:** Program Monitors must have experience working with the criminal justice, homeless, or substance abusing population within the last two years. Applicants must possess a high school diploma or GED, clean DMV driving record and valid Driver License. Minimum of one year experience as a counselor in a program setting with this population preferred, but not required.

**Desirable characteristics:** Program Monitor must be well organized, have strong oral and written communication skills, have cross-cultural sensitivity and competency, integrity, intelligence, enthusiasm, an understanding and respect for the criminal justice population, and a sense of humor. **Formerly incarcerated individuals strongly encouraged to apply**

**Regular work days and hours:** Hours of work are Mondays to Fridays from 8:30AM-5:00PM; and occasionally Tuesdays or Thursdays from 12:00PM-8:30PM.

**Salary range:** \$18/hr

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**To apply:** Please write a cover letter outlining how you meet the very specific minimum requirements and send a current resume to [jobs@lcaservices.com](mailto:jobs@lcaservices.com). Include in the email Subject line: **TDRC Program Monitor**. Please no phone calls.

Please note that all staff will be required to complete LiveScan fingerprinting following an offer of employment and criteria for approval or denial of a position include:

No arrests during the past three years.

Cannot currently be on parole, mandatory supervision, PRCS or probation or under any structured supervision as a result of criminal conduct.

Not required to register per Health and Safety Code Section 11590, Penal Code Section 290, and/or Penal Code Section 451.