



Probation Service Definition

ADMINISTRATIVE OFFICE OF PROBATION

SERVICE NAME	Employment Placement Program <input type="checkbox"/> Adult <input checked="" type="checkbox"/> Juvenile
Category	Non-Treatment
Setting	Community-Based
Facility License	N/A
Service Description	A service specifically designed to build effective employment skills, interview skills, and positive work ethic. This service is individualized to assist the youth to overcome barriers to employment.
Service Expectations	<p>The employment placement program is responsible for introducing the youth to the skills necessary to prepare for, search, find, and maintain employment. This is accomplished through:</p> <ul style="list-style-type: none"> • Providing guidance to the youth to discover the kind of work they are interested in and able to do. • Teaching the youth how to search for employment in their community. • Helping the youth prepare an application to use for their job search. • Assisting the youth in searching for employment • Providing guidance during the application and interview process • Supporting the youth to prepare for their first day on the job and problem solve issues that may arise when employment is started. • Following up with the youth after 30 days to see how the things are going as well as be available to the youth when needed during the first 30 days for support.
Service Frequency	The frequency shall be approved by the probation officer and will be no more than 10 hours per week.
Length of Stay	90 days
Staffing	Affiliated with an agency who is a registered provider
Staff to Client Ratio	Determined by the agency. Agency will ensure youth are directly supervised.
Hours of Operation	Flexible in order to meet the needs of the youth and family.
Service Desired Outcomes	<ul style="list-style-type: none"> • The youth has increased understating of their skills, interests, and the employment process. • The youth obtains documentation necessary to assist in employment search. • The youth has found and maintained employment for 30 days or more.
Unit and Rate	Hourly

[Click to direct to Service Interpretive Guideline]

