

Treatment Court Coordinator

Good Wolf
Treatment
Court

Starting Salary Range: \$22.85/minimum
Department: Court Administration
Location: Chambersburg, PA
Posting Date: 06/23/2025 - 07/07/2025

Description

We are looking for someone who will under limited supervision perform essential functions of the job related to: screening and assessing individuals referred to Good Wolf Treatment Court; facilitate staffing and attend court sessions; prepare reports for court and the team; communicate with treatment providers; advocate and support client recovery and rehabilitation needs; maintain data collection; document the progress of participants, and perform other duties of the position.

Typical Duties

- Administers the Treatment Court Program.
- Provides case management services to program participants.
- Conducts a variety of community outreach functions.
- Manages the Treatment Court's administrative operations.
- Meets regularly with Treatment Court clients to monitor treatment compliance.
- Performs case coordination responsibilities.

Minimum Qualifications

- Bachelor's Degree in human services or criminal just field required.
- Valid Driver's License required.

Additional Qualifications/Preferences

- Minimum of two years of case management experience working with a criminal justice population or substance use/mental health population is required.
- Preference for substance use training and specialization, familiarity with substance use screening tools, and prior experience with treatment and diversionary programs or courts in the criminal justice system.
- Any equivalent combination of training and/or experience, which provides the required knowledge, skills and abilities may be substituted year for year.

How to Apply

- Complete an [online application](#) for Franklin County, PA. If you need assistance completing the online application, please contact Human Resources at 717-261-3150

Full-Time – Hourly. \$22.85 Per hour. Excellent benefit package including medical, dental, vision, prescription, life insurance, paid time off, tuition reimbursement, and a retirement plan. 8:30am-4:30pm. Court Administration. Treatment Court Coordinator. Open Date: 06/23/2025. Close Date: 07/07/2025.