

Part Time Internship Position

Hancock County Common Pleas Court/ Adult Probation Department is seeking individuals for part time, paid internship positions. Essential duties and responsibilities may include: observe and participate in offender interviewing, prepare presentence investigations, perform support staff duties (i.e. answer phones/filing, etc.), attend Court proceedings, assist on special projects (i.e. data collection/victim restitution, etc.), and other duties as prescribed.

High School diploma is mandatory. Interns will be seeking their associates or bachelor's degree in criminal justice or a related field.

Interns will be required to submit a copy of college course schedule each semester to verify enrollment.

The duration of the internship will be approximately (1) one semester and may be reviewed for extension at the end of each semester by the Director of Court Services.

Please send resumes to:

Hancock County Adult Probation
Attn: Patrick Brzozka, Asst. Chief Probation Officer
514 S. Main St., Ste. A
Findlay, Ohio 45840
ppbrzozka@co.hancock.oh.us