

Stabilization and Readiness Program (SARP)/ Aid and Assist Internship

College to County Internship 2025 - Department of Community Justice

Pay Rate: \$24 per hour

Job Type: Temporary College Intern

Duration: Summer 2025 - Starting in June - 12 weeks

Hours: +/- 30 hours per week

Telework: Hybrid (once trained on all data systems)

Building Physical Location: 421 SW 5th Avenue

Does This Position Require Driving a County Vehicle? If so, please explain why and frequency: No

TriMet Passes are available if transportation to County facilities is required.

Eligibility requirements and more details found on our [College to County website](#).

What Does the Department of Community Justice and SARP Do?

The Department of Community Justice (DCJ) works with individuals on Parole/Probation to provide skills and support to allow the individual to change thinking and behavior leading to justice-involvement. The Department of Community Justice also works with individuals on Parole/Probation to hold them accountable for their actions while helping to ensure the safety of the community and crime survivors.

The Stabilization and Readiness Program (SARP) works with individuals on Parole/Probation who have significant mental health needs to assist them in gaining skills while working to meet basic needs.

Aid and Assist docket: We work with the Court, and a variety of partners to help ensure service coordination for individuals on Parole/Probation who are also involved in the Competency Restoration process. We'll be working on continuing to collect data and coordinate services with multiple partners.

Internship Description & Responsibilities:

- Under the direction of the manager or Corrections Counselors, work with individuals participating in the Stabilization and Readiness Program (SARP). This could include a variety of activities including

but not limited to: talking with participants, gathering information for case planning, training participants in social activities like games, art projects, etc.

- In coordination with the manager of SARP, develop systems for tracking program information. This could include duties such as: developing an inventory system, setting up a filing system for participant information, etc.
- Review Aid and Assist dockets, and using multiple databases, update spreadsheets containing information used to describe the population and coordinate services.
- With direction and support from management, coordinate with the Court, Parole/Probation Officers and Case Managers to connect various partners working with the same justice-involved individual (JII).
- Conduct literature review and summarize findings as needed to support on-going research efforts for both the Aid and Assist project and SARP.

Learning Outcomes:

- Increased knowledge of services that work with individuals who are involved in both the criminal justice and mental health systems
- Increased knowledge of the Court systems and processes involving individuals who are pre-adjudicated.
- Develop skills for working with individuals who are experiencing acute mental health symptoms.

Minimum Qualifications and Education :

- Candidates should have completed within one year or enrolled in a college/university academic institution.
- College to County Program [Eligibility Website](#)
- Promote a culture of respect, inclusiveness, and appreciation of diverse perspectives, backgrounds, and values ([Link to Equity and Empowerment Lens](#))

- Some experience working with individuals with significant mental health needs is highly desirable.
- Some experience with Excel spreadsheets is beneficial.

Workforce Equity:

Our Commitment to Safety, Trust and Belonging: Multnomah County is committed to developing, nurturing and continually improving workforce equity by identifying and addressing the structural and policy barriers to equal employment opportunity faced by our employees and communities. Learn more by reading our [Workforce Equity Strategic Plan](#) and exploring our [Core Competencies](#) for all County employees.

Veterans' Preference:

Under Oregon Law, qualifying veterans may apply for veterans' preference for this recruitment. Review our [veterans' preference website](#) for details about eligibility and how to apply.

For veterans qualified for Veterans' Preference: If you believe you have skills that would transfer well to this position and/or special qualifications that relate to this position, please list those skills and/or qualifications.

Accommodation under the Americans with Disabilities Act: We gladly provide reasonable accommodation to anyone whose specific disability prevents them from completing an application or participating in this recruitment process. Please contact the recruiter below in advance to request assistance. Individuals with hearing or speech impairments may contact the recruiter through the Telecommunications Relay Service by dialing 711.

Application Instructions:

Please fill out and submit an application for this position located on this [website](#). The deadline for submitting an online application is April 15th, 9:00 am PST, 2025.