

**United States Probation & Pretrial Services Office
District of Minnesota**

**Written/Project Presentation
Vacancy Announcement #2019-19
(Amended 10/25/19)**

The U.S. District Court, District of Minnesota, like other U.S. Probation & Pretrial Services Offices has been subjected to a nearly 10% across the board cut in funding, despite recent workload growth. Further, there is more than 60% of our staff, between mid-level managers and Sr. U.S. Probation Officers, subject to retirement. It is expected that such across the board cuts will continue into Fiscal Year (FY) 2021 and, perhaps, beyond. With so many retirements, an increase in workload, and little funding to support and navigate through change, the District of Minnesota is challenged with the opportunity to reach beyond for the purpose of continuing to provide quality on-time work and supervision programming to our stakeholders. This includes enhanced supervision programming for persons under supervision, all to protect the public. Ironically, however, the above-mentioned concerns are similar of those in other districts.

Directions

Despite the above-stated concerns, the District of Minnesota, U.S. Probation & Pretrial Services Office intends on producing quality supervision programming in each of the following areas:

- Re-entry Court Services (i.e., to include overall re-entry programming)
- Offender Workforce Development
- Increased Focus on Trauma Informed Care (i.e., incorporating into all facets of the organizational culture)
- Domestic/International Terrorism

Contemplating concerns with any of the above programming areas, identify one of the four programming areas and summarize what you may find to be additional challenges that will surface amongst subordinates, of which you will have to address as Deputy Chief U.S. Probation Officer. Afterwards, please provide three-point action plan which will help you and others within the district overcome such challenge. Your three-point action plan should not exceed five pages; and it shall consist of the following:

- An overview specific to the program area of interest within the District of Minnesota. This may require research on your part. Please feel free to review the district's intranet website to locate any available information and/or utilize the database of Decision Support Services for specific data. Summarize why this program area is of interest; and how you have contributed to such in your present district.
- Summarize each of the perceived challenges and highlight prospective action items relied upon to overcome each challenge. If possible, please use data to further support your prospective action items, whereby illustrating how such benefits the district. Be sure to illustrate how your efforts comport with the concept of evidence-based practices.

- Offer a written summary addressing how you plan to sustain such suggested programming, long-term, despite fiscal and human resource challenges.

The Program Narrative must be double-spaced, using a standard 12-point font (Times New Roman is preferred) with no less than 1-inch margins, and **must not exceed** five pages. In addition to the above narrative request, you are expected to present your project to the screening panel via a power point, on your interview date. Your presentation should not exceed 10 minutes.

The written summary shall be submitted by no later than December 6, 2019, at 5:00 p.m. CST. The power point presentation shall be given on the selected date of interview.