



Position Available - Internal Posting

JOB TITLE: COMMUNITY CORRECTIONS MANAGER

Classification: Full-time
Full Benefits
TPOAM Supervisor Union
M4 Wage Level

Department: Community Corrections

Hourly Wage: \$ 25.48 - \$ 33.27

Benefits Include: Hybrid Pension – 5% employee contribution
Health, Dental & Vision Insurance – 10% employee contribution
Vacation & Medical Leave
Life Insurance
Short-term Disability Insurance

Qualifications:

- Must have a bachelor's degree and three years' experience in criminal justice or related field, or an associate's degree in criminal justice, or comparable course study and six years' experience in Criminal Justice or related field.
- Considerable knowledge of the Michigan Court system and Michigan sentencing law.
- Considerable knowledge of the policies and practices of corrections.
- Ability to access and intervene in the lives of offenders.
- Ability to work effectively with the public, clients and fellow employees.
- Ability to reason and process numbers effectively.
- Possess general computer knowledge and ability to use computer programs.
- A valid Michigan driver's license.

Supervision: Works under the general supervision of the Circuit Court Judge.

Application Submittal: Application, cover letter and resume should be submitted to the Wexford County Human Resources Office, 437 E. Division St., Cadillac, MI 49601. Applications should be submitted by 4:00 p.m. on Friday, April 24, 2026.