

**CHEBOYGAN COUNTY**  
**Straits Area Youth Promotion Academy (SAYPA) Program Manager**

**General Responsibilities:** Assisting/Working with adjudicated youth in the classroom, assist probation officers with case management, intake/discharge students, maintaining files, meeting with parents, answering phones, establish maintain youth/family goals. Applicant will be working with schools, law enforcement, and welfare agencies. Applicant will be preparing annual budget and grant writing, monthly invoicing, bill paying, assisting the From Decisions to Action Program Coordinator, providing after hour's on-call supervision, intervention services, and report to the Director of Juvenile Services.

**Requirements:** A Bachelor's Degree is required in Criminal Justice, Social Sciences, education, or related human service field. Experience desired but not required.

Cheboygan County offers a comprehensive benefits package. Salary commensurate with qualifications and experience.

Applications available at [www.cheboygancounty.net](http://www.cheboygancounty.net). Resumes and applications may be sent to:

Kyle Culbertson, Director of Juvenile Services  
870 S. Main St. PO Box 70  
Cheboygan, MI 49721  
Fax # 231-627-8443

Position open until filled.

Cheboygan County is an Equal Opportunity Employer/Service Provider