Transition Coordinator Responsibilities

- Ensures speedy placement of released juveniles back into their home school or into an alternative placement if appropriate

- Ensures timely transfer of records between school and juvenile detention

- Provides information to families about relevant community resources for their children and family

- Encourages parental participation in the transition planning and process

- Advocates for youth’s interests

- Participates in pre-release visit to school with youth if appropriate

- Documents supportive services that are in place or will be put in place for families such as: substance abuse treatment, counseling, group therapy, family therapy, living skills and social skills groups, parent training, mentoring assignment, tutoring, safety planning, and recreational programs

- Coordinates development of a youth’s Transition Plan, and then monitors the family and professional adherence to the plan.

- Develop a training plan for all professionals involved in the transition process including the transition coordinator, JDC staff, and school staff

- Develops and executes procedures for collecting and maintaining data for a case collected post-release.

Transition Coordinator for the Juvenile Court System:

Joel Jacobs  (513) 695-3019