



MISSION

"Strengthening Communities by Building Strong Families"

YOUTH SHELTER

Short-term residential care for youth in crisis

Interface Youth Program

Truancy Services

Safe Place

COUNSELING

Services for troubled youth and their families

Family Action

PREVENTION

Educating the community, focusing on substance abuse, and reducing juvenile crime with a focus on high-risk youth

Drug Free Community Coalition Partners

Independent Living

Evidenced-Based School Prevention Programs

Reichert House

Spotlight on Youth

Youth Talk

INTER-OFFICE MEMO

Date: July 9, 2014

To: For the Record

From: Samuel P. Clark, Chief Operations Officer

Re: Annual Review of Job Descriptions

I have conducted an annual review of all of the Job Descriptions. I approved of all the revisions and the additions made since the last review. Additionally, I attest that all Job Descriptions are available for review at all program sites and on the CDS Intranet.



Samuel P. Clark, Chief Operations Officer

7/9/14

Date

cc: Intranet
Peggy Vickers, Regional Coordinator



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