



**WABASHA COUNTY PROBATION
WABASHA COUNTY CRIMINAL JUSTICE CENTER
848 17TH St. E, Suite 5
Wabasha, MN 55981
Phone (651)565-3015 Fax (651)565-3160**

Hello Interested Students!

Thank you for your interest in completing an Internship with Wabasha County Probation. We request all internships be a **minimum of 400 hours**. If you are still interested in pursuing an Internship, please submit the following (via email) to tgreen@co.wabasha.mn.us:

- Cover letter and formal request for internship, including dates and hours of availability
- [Complete the Wabasha County Application form](#)
- Personal resume

Once I receive these documents, I will review your request and application. The next step would be to schedule a job shadow with Wabasha County Probation. The purpose of the job shadow is for you to understand the duties and responsibilities of a Probation Agent, explore whether this is the field you want to work in and assure a good Internship fit, prior to completing your internship.

Following the job shadow, if all are in agreement to proceed with the Internship application process, we would schedule a personal interview with you.

Let me know if you have any questions, comments or concerns.

Sincerely,

Traci L. Green, Director

TLG/tlg