

Chelan County Juvenile Court

Notice of Opening to Union Members

Title: Juvenile Custody Officer-full time
Department: Juvenile Detention
Opening Date: 7/23/10
Closing Date: 7/30/10 5:00pm
Reports To: Juvenile Custody Supervisor and Detention Manager

Basic Duties and Expectations: A Juvenile Custody Officer has the responsibility to provide for the care, safety, and security of incarcerated juveniles, as well as complete housekeeping and janitorial duties. Officer will: assist in the admission/release process; observe and document youth's daily behavior; write behavioral reports for the court; attend to physical and emotional needs of youth; lead and monitor structured activities and groups; supervise and control youth; provide security for youth, staff, and the facility; perform searches, room checks, and head counts; perform cleaning duties; complete meal preparation, kitchen duties, and serve youth meals. Officer completes other duties as assigned. Officer must be able to work variable shifts (including 6pm – 6am), rotating weekends, and some holidays.

Knowledge, Skills, and Abilities: Applicant must: have basic knowledge of juvenile development, group interaction and behavior. Applicant must have the ability to effectively communicate with youth and staff to positively impact the daily functioning of the detention center. Must provide support to youth and provide discipline in a firm, fair, and consistent manner. Be able to follow written and verbal instruction. Be able to function in a secure/locked setting. Must write and speak effectively.

Minimum Qualifications: Applicants must: be 21 years of age. Have the ability to read, speak and write English fluently; abilities in two languages a plus. Position requires a minimum of two years of college credit from an accredited two year college, university or technical school. Experience may be substituted for education.

Requirements upon being hired: Must acquire and maintain Food Handler Permit, CPR/First Aid cards and other training certification. Full time officers must successfully complete the two week Juvenile Corrections Officer Academy through the Washington Criminal Justice Training Commission. Successfully complete a physical abilities test, physical examination, background investigation- including a polygraph examination. This position is represented by the Teamsters Local #760; union membership is required upon hiring.

Application Process: Application packets and job description are available from the Chelan County Juvenile Court Administration Building, and may be mailed upon request. Return completed applications, with resume' and cover letter to:

*Niska Morris
Chelan County Juvenile Court
316 Washington, Suite 202
Wenatchee, WA 98801*

Unsigned or incomplete applications may disqualify the applicant. Positions are open until filled by juvenile court administration. Applicants not chosen for testing or interview will be notified by mail. No phone calls please.

Salary: Beginning salary (Step 1) is \$2700.34 per month, plus Chelan County benefits package.