SNOHOMISH COUNTY
invites applications for the position of:

Juvenile Corrections Officer I

SALARY: $22.08 - $26.84 Hourly
$3,827.34 - $4,652.41 Monthly
$45,928.08 - $55,828.92 Annually

OPENING DATE: 04/07/16

CLOSING DATE: 05/01/16 11:59 PM

DESCRIPTION:

To direct, monitor, and enforce the detainee's behavioral compliance within established policies and procedures as supervised on an assigned shift. We are creating a register for future anticipated opening (s) within the next 6 months.

Must pass job-related tests including a criminal history background investigation, reference verification, polygraph examination, psychological examination, a physical fitness and agility test, and a TB test.

SELECTION PROCESS

Applicants must electronically submit (1) an application through Snohomish County's NEOGOV site, (2) a resume, (3) and a cover letter by 11:59 p.m. on the closing date of Sunday, May 1, 2016 to be considered.

When your application is complete, verify the information and make sure there is nothing missing. Click on APPLY & SUBMIT and then click on CHECK APPLICATION STATUS. Do this *prior to the closing* date to get confirmation that your application was received. On the Snohomish County job listing web page there is a link to Tips on Applying to assist you through the application process. If you have problems with your application please contact NEOGOV Applicant Support at 855-524-5627.

1. Application received
2. Supplemental questions reviewed and scored for qualified applicants
3. Review of applications
4. Interviews with the most qualified applicants
5. Must pass a criminal background check, polygraph examination and a psychological examination
6. Second interviews may be conducted at management's discretion
7. Creation of hiring register and Job Offer to selected candidate when a vacancy occurs.

JOB DUTIES:

STATEMENT OF ESSENTIAL JOB DUTIES

1. Following completion of referral, verifies existing warrants; admits and releases juveniles into and from secure facility; enters and updates criminal history, security or safety alerts and other relevant information on the facility and state computer systems; screens for medical and mental health issues; fingerprints, presents and explains facility rules, conduct expectations, and consequences; provides their legal rights, conducts searches, issues clothing and personal items; assigns and escorts juveniles to court appearances, transports to and from the facility; receipts and records payment of bail and resident monies; schedules future court hearings for juveniles who have bailed out.
2. Enforces detention center rules and responsibilities, investigates rule or behavioral infractions; assists Law Enforcement in investigation of criminal acts occurring while detained; prepares

incident reports, evaluates juvenile's behavior; participates in facility's behavioral management program; imposes programming restrictions; participates in detainee's disciplinary proceedings as assigned. Intervenes in crisis situations, in acts of assaults, suicide attempts, escapes, responds to threats of fires and bombings; responds to courtroom as back-up to security marshal. The employee provides crisis intervention, direction and guidance to diffuse disruptive behavior; participates in physical control when the situation warrants it; participates in behavioral planning for special management population.

3. Provides the court information relevant to arrest and confinement of juveniles.
4. Supervises detainees' school, recreation, program and visitation activities, facilities unit or group activities; refers resident requests to authorized individuals; may be required to supervise less senior employees.
5. Assists detainees with personal hygiene, medical or emotional concerns; issues authorized drugs and administers emergency first aid; assists in detecting suspected drug and alcohol use.
6. Supervises the cleaning of the detention facility by assigning and directing the work of detainees, washes clothing and bedding.
7. Operates touch screens, control room video monitors, audio monitors, computers, touch probes and radios; responds to telephone inquiries by Law Enforcement officials, Probation/Parole Counselors, other secure detention facilities attorneys, and parents.

STATEMENT OF OTHER JOB DUTIES

1. Performs related duties as required.

MINIMUM QUALIFICATIONS:

Must be at least 21 years of age. Six (6) months compensated or volunteer experience working with juveniles; OR, any combination of training and/or experience that provides the required knowledge and abilities. Associates Degree in Criminal Justice, Human Services, Sociology or Psychology preferred. Must pass job-related tests.

SPECIAL REQUIREMENTS

A valid Washington State Drivers License is required. A valid First Aid/CPR Card within six (6) months is required. Satisfactory completion of the Juvenile Corrections Officer Academy Training, including defensive tactics training, as instructed by the Washington State Criminal Justice Training Center within six (6) months of employment. To be eligible for appointment, applicants must successfully pass a criminal history background investigation, reference verification, polygraph examination, psychological examination, a physical fitness and agility test and an employee health screen.

ADDITIONAL INFORMATION:

KNOWLEDGE AND ABILITIES

Knowledge of:

- safety and security issues;
- crisis intervention techniques;
- juvenile behavior patterns;
- basic principles of counseling methods;
- basic computer skills.

Ability to:

- recognize situations which threaten the safety and security of individuals and/or the facility and determine the most effective way of controlling the situation;
- effectively relate to juveniles from a variety of social, economic, ethnic and racial backgrounds;
- establish and maintain effective working relationships with criminal justice system officials and staff, other county employees and the general public;
- read, interpret and enforce detention facility rules and regulations;
- monitor the activities of facility detainees;

- evaluate juveniles' behavior;
- enforce detention facility rules and regulations;
- respond to crisis and emergency situations quickly and calmly;
- perform strenuous physical tasks such as restraining violent or threatening individuals;
- communicate effectively with people of either sex and from a variety of backgrounds, including persons with social or behavioral problems;
- type accurately, record information correctly and perform clerical tasks related to admission and other clerical aspects of the job;
- maintain necessary records and prepare legible and appropriately written required reports.

PHYSICAL EFFORT

Good physical condition is required to deal with occasional violent or threatening behavior on the part of detainees.

SUPERVISION

Employees in this class receive direction and assistance from the Juvenile Corrections Officer Supervisor. Their work is reviewed through conferences and meetings with the JCO Supervisor and Detention Programs Manager.

WORKING CONDITIONS

The work is performed primarily within the Snohomish County Juvenile Detention Center which is a 24?hour per day, seven (7) day a week operation. The employee may be assigned to any shift and may work on weekends. The employee is required to work holidays when they fall on their normal work schedule, and mandatory overtime as needed.

Snohomish County is an Equal Employment Opportunity (EEO) employer.
Accommodations for individuals with disabilities are provided upon request.
EEO policy and ADA notice

APPLICATIONS MAY BE FILED ONLINE AT:
http://www.snohomishcountywa.gov/2553