



Spokane County Detention Shift Supervisor (OPEN & PROMOTIONAL)

SALARY	\$4,898.81 - \$6,853.56 Monthly \$58,785.75 - \$82,242.67 Annually	LOCATION	Juvenile Court Services 902 N Adams Street Spokane WA 99260, WA
JOB TYPE	Regular	JOB NUMBER	23-00306
DEPARTMENT	Juvenile	OPENING DATE	10/18/2023
CLOSING DATE	Continuous	FLSA	Non-Exempt

Job Summary



Spokane County Juvenile Court seeks an experienced leader for the position of **DETENTION SHIFT SUPERVISOR**

MISSION

Partnering with our community to promote positive change for youth and families by removing barriers, mitigating bias, supporting individual needs, and providing accountability.

ABOUT THE JUVENILE COURT

Spokane County Juvenile Court is committed to serving youth, families, and our community by utilizing research and best practices. We strive to provide programming, community safety, and accountability in a way that is effective, efficient, and equitable for all. Our team is dedicated to ensuring the best possible outcomes for each youth and their family. Juvenile Court serves youth from birth to 18 years of age. Units of operation serving our offender population include Secure Detention, Detention Alternative Programs (Electronic Monitoring, Community Service, Boys and Girls Groups), Diversion, Programming, Court Investigation and Community Supervision. Units of operation serving our Civil population include Dependency, CASA Volunteers, Truancy, and At-risk. Through collaboration, our team is committed to ensuring that there is a range of services and interventions tailored to meet the needs of our youth and families in a trauma informed manner.

We are committed to being a leader in juvenile justice reform.

ABOUT THE POSITION

Do you love helping your staff grow their skills? Do you love creating a safe and secure space for youth? The Juvenile Court Detention Shift Supervisor position supervises and trains Juvenile Corrections Officers and ensures the safety and security of the detention facility. Handling multiple tasks at once while maintaining composure is crucial. This position also provides opportunities for creativity as well as great influence over the workplace culture.

Our ideal candidate would possess excellent de-escalation skills, empathy, trauma informed care practices, an understanding of and ability to follow policy and procedures, a diverse set of leadership skills, and a vision of positive changes to benefit our youth.



SPOKANE, WA

Spokane is located in Eastern Washington with a population of over 530,000, making it the fourth most populous county in Washington. Spokane County was created on January 29, 1858. In 1893 the initial construction on the Courthouse began for the total cost of \$273,600!

The Spokane River runs through the center of the city and winds to the north ending at Long Lake Dam. The famed Centennial Trail begins at Long Lake in Nine Mile Falls WA and runs 37 miles to the Idaho State border, where it meets the North Idaho Centennial Trail. Within a 2 hour drive of Spokane, there are five beautiful ski resorts, as well as many lakes, including the gorgeous Lake Coeur d'Alene.

Outdoor activities continue with wildlife observations, birding, photography, hiking, fishing, camping, hunting, horseback riding, cross country skiing and snowshoeing, golfing just to name a few.

Spokane is a welcoming and active community that values: positive change; racial diversity, equity and inclusion. The Arts, Culture and Events include the local Civic Theater, INB Performing Arts Center, Spokane Symphony, The Bing Crosby Theater, Museum of Arts and Culture, the County Fair, Hoopfest, Bloomsday!

There are opportunities to further your education, since Spokane County is home to the Community Colleges of Spokane, Gonzaga University, Eastern Washington University, Whitworth University, as well as a branch of Washington State University.

VISIT www.spokanecounty.org for more information APPLY at NeoGov.com

This position is 40 hours per week.

This position directs and supervises Juvenile Corrections Officers (JCOs) and participates providing: safety, security, accountability, and rehabilitation of youth. Approves and supervises admissions and releases of juveniles during the shift. Directs and schedules JCOs in the operation of the Spokane County Juvenile Detention Center. Works with latitude for independent judgment and action; and is supervised by a Detention Unit Supervisor and/or Detention Manager through observation, conferencing and reports. Makes independent decisions on activities occurring during their assigned shift within the limits of policy and procedural requirements. The Detention Shift Supervisor differs from the JCO Class by its greater responsibility for discretionary decision making, additional assigned duties, and is responsible for the training of JCO's.

WHO MAY APPLY: This recruitment is open to all applicants meeting the minimum requirements. Priority consideration will be given to Spokane County employees in Juvenile Court Services in a position covered by the 1553 Collective Bargaining Agreement (CBA) and all Spokane County employees in a position covered by the 1553S CBA submitting applications prior to 10/24/23.

NOTE: If you applied for the previous recruitment (#23-00222), you do not need to reapply to be considered.

TOTAL COMPENSATION: \$75,245 - \$105,270 annually. Total compensation is an estimate based upon base compensation, median retirement fund contributions, and current employer-paid health and related benefit contribution rates (including medical, dental, life insurance, long term disability, and leave). The actual total will vary depending upon each employee's enrollment choices.

*****IMPORTANT INFORMATION & INSTRUCTIONS*****

SPOKANE COUNTY JUVENILE COURT

DEAR APPLICANT:

Thank you for considering the Spokane County Juvenile Court as a potential employer. Juvenile Court employees are directly responsible for the supervision and/or care of youth under the age of eighteen. As such, applicants undergo an extensive application and selection process as well as a thorough background investigation.

The effectiveness of the Juvenile Court is directly related to the quality of personnel employed by the Court and the level of public trust in those personnel. As a result, the following extensive application process is designed to elicit information to assist us in determining your character, suitability, and competence for the position for which you have applied.

Failure to complete the entire application, whether intentionally or unintentionally, will result in your removal from consideration.

In addition, the background investigation may include, but is not limited to: an interview(s); employer reference checks; polygraph test; criminal and driving records. Failure of any portion of the background investigation will be "cause" for removal from consideration. Upon completion of the background investigation, each candidate's suitability is reviewed by Juvenile Court Administration.

The polygraph test is conducted using the information you have submitted and the Integrity Standards for Juvenile Court. Thank you for your interest in Spokane County Juvenile Court.

Examples of Duties

- Supervises the maintenance and operation of a co-ed maximum security facility for juvenile detainees.
- Inspects facility for safety/security and cleanliness and takes appropriate action.
- Analyzes and approves releases and detainment of booked juveniles, utilizing a Detention risk assessment.
- Analyzes and approves classification of youth.
- Approves all searches of detainees and visitors and signs off on strip search criteria based on law.
- Approves the use of restraints.
- . Mentors, trains, and supervises new employees and existing staff.
- Ensures staff are performing within policies, procedures, and applicable laws.
- Completes performance appraisals.
- Directs staff assignments, account for all staff and duty assignments.
- Ensures reports and time cards are completed.
- Recommends disciplinary action when appropriate and assist Detention management in conducting internal investigations.
- Testifies in court as subpoenaed.
- Advises personnel of new information, procedural, or legal issues affecting the operation.
- Advises medical professionals of the need for assessment of youth with physical or mental health problems.
- Performs medical treatment as needed, e.g., first aid and CPR.
- Performs other related duties as required/assigned.

Minimum Requirements

- Bachelor's degree from an accredited college or university, preferably in criminal justice, psychology, sociology, or a closely related field.

- Three (3) years of work experience in criminal justice and/or a correctional facility setting.
- OR any equivalent years of education, training and experience that provides the knowledge, skills and abilities necessary.
- Completion of Washington State Correctional Academy (2 weeks) and Washington State Supervisor Academy (1 week) after hire/promotion.
- Possession of DT Level 1 certification and First Aid/CPR/AED certified.
- Possession of a Washington State Food Workers Card.
- Special Deputy Commission II Certification from the Spokane County Sheriff's Office.

Selection Factors

- Knowledge of being trauma responsive and how trauma impacts youth.
- Knowledge of institutional management practices including the care and custody of juveniles.
- Knowledge of laws and regulations relating to the operation of a jail or juvenile detention facility.
- Skilled in communicating effectively both orally and in writing, sufficient to exchange or convey information and to give and receive work direction.
- Skilled in establishing and maintaining effective working relationships.
- Skilled in the use of personal computers and various software programs.
- Ability to interact respectfully with the public, residents and staff.
- Ability to effectively de-escalate youth.
- Ability to plan and supervise the work of others.
- Ability to prepare statements and reports and to maintain routine records.
- Ability to intervene in crisis or violent situations and use enough force to restore order or calm residents in potentially hostile situations.
- Ability to work independently with little or no direct supervision and to understand and to carry out complex oral and written instructions.

Agency

Spokane County

Address

824 N Adams

Spokane, Washington, 99260

Phone

509-477-5750

Website

<http://www.spokanecounty.org/employment>

Detention Shift Supervisor (OPEN & PROMOTIONAL) Supplemental Questionnaire

QUESTION 1

PLEASE NOTE: THE FOLLOWING QUESTIONS ARE REQUIRED FOR ALL APPLICANTS EXCEPT JUVENILE COURT SERVICES EMPLOYEES. YOUR APPLICATION WILL BE CONSIDERED INCOMPLETE IF ALL QUESTIONS ARE NOT ANSWERED.

QUESTION 2

You may be subject to the following exams: criminal background check, fingerprints, CPS check, military check, DOL check, transcript check, federal debarment check, professional & personal reference checks, polygraph exam, physical ability test, employment physical, vehicle insurance check, application verifications. Are you willing to sign a "waiver and authorization to release information" document for the Juvenile Court administration to complete the exams listed above?

- ☐ Yes
- ☐ No

QUESTION 3

Have you ever committed any offense involving the physical, sexual abuse or mistreatment of a child under age 18?

- ☐ Yes
- ☐ No

QUESTION 4

Are you currently subject to a pending gross misdemeanor or felony criminal charge; (this includes individuals awaiting trial or sentencing; determination on appeal or who are under sentencing conditions)?

- ☐ Yes
- ☐ No

QUESTION 5

Have you ever committed any gross misdemeanor or felony for sexual offenses, physical assaults, domestic violence, harassment, intimidation, violent felonies, or offenses involving the use of a weapon?

- ☐ Yes
- ☐ No

QUESTION 6

Have you ever been convicted of any of the following Violent or Felony Sex Offenses? Check all that apply.

- ☐ Arson 1 or 2
- ☐ Assault 1 or 2
- ☐ Assault of a Child 1 or 2
- ☐ Burglary 1
- ☐ Child Molestation 1 or 2 or 3
- ☐ Communication with a minor for immoral purposes
- ☐ Custodial Sexual Misconduct 1 or 2
- ☐ Dealing in Depictions of Minor engage in Sexually explicit Material
- ☐ Drive-By Shooting
- ☐ Extortion 1
- ☐ Failure to register as a Sex Offender (if original crime was a felony sex offense or sexual misconduct with a minor 2 or a non-felony sex offense)
- ☐ Homicide by Abuse
- ☐ Incest 1 or 2
- ☐ Indecent Liberties
- ☐ Kidnapping 1 or 2
- ☐ Manslaughter 1 or 2
- ☐ Murder 1 or 2
- ☐ Patronizing Juvenile Prostitute
- ☐ Rape 1 or 2 or 3

- ☐ Rape of a Child 1 or 2 or 3
- ☐ Robbery 1 or 2
- ☐ Sending, Bringing into State depictions of Minor Engaged in Sexual Explicit Conduct
- ☐ Sexual Exploitation of a Minor
- ☐ Sexually Violating Human Remains
- ☐ Vehicular Assault
- ☐ Vehicular Homicide while under the influence of drugs or alcohol or by the operation of a vehicle in a reckless manner
- ☐ Voyeurism
- ☐ None apply

QUESTION 7

Have you ever been subject or committed to any of the following (this includes awaiting trial or sentencing, determination on appeal or under sentencing conditions)? Check all that apply.

- ☐ Any class A felony
- ☐ Any felony
- ☐ Any attempt to commit a class A felony, criminal solicitation of or criminal conspiracy to commit a class A felony
- ☐ Any conviction for a felony offense in effect at any time prior to July 1, 1976, that is comparable to a felony classified as a violent offense under RCW 9.94A.030
- ☐ Any federal or out-of-state conviction for an offense that under the laws of this state would be a felony classified as a violent offense under RCW 9.94A.030
- ☐ Any felony with a judge's finding of sexual motivation
- ☐ Any felony that is an attempt to commit, criminal solicitation of, or criminal conspiracy to commit a sex offense
- ☐ Any federal or out-of-state conviction for an offense that under the laws of this state would be a felony classified as a sex offense
- ☐ None apply

QUESTION 8

Have you ever been found in any dependency action under RCW 13.34.030(2)(b) to have sexually assaulted, exploited, or physically abused any minor?

- ☐ Yes
- ☐ No

QUESTION 9

If answer is yes to the above question, in which state? Date of such findings?

QUESTION 10

Have you ever been found by a court in a domestic relations proceedings under Title 26 RCW to have sexually abused, exploited, or physically abused any minor?

- ☐ Yes
- ☐ No

QUESTION 11

If answer is yes to the above question, in which state? Date of such findings?

QUESTION 12

Have you ever been found in any disciplinary board final decision to have sexually abused, exploited, or physically abused any minor?

- ☐ Yes
- ☐ No

QUESTION 13

If answer is yes to the above question, in which state? Date of such findings?

QUESTION 14

Have you ever been convicted of any offense involving the possession, sale, manufacture and/or distribution of controlled substances or other regulated drugs (including attempts at such offenses)?

- ☐ Yes
- ☐ No

QUESTION 15

Have you ever possessed or experimented with the following? (Possession is defined as: Controlling, holding, touching, selling, trafficking, or transporting any illegal substance) Check all that apply.

- ☐ Steroids
- ☐ Hashish
- ☐ Methamphetamines "Speed"
- ☐ Cocaine
- ☐ Crack
- ☐ Heroin
- ☐ Amphetamines "Uppers"
- ☐ Pain Killers (Other than prescribed)
- ☐ LSD "Acid"
- ☐ PCP "Angel Dust"
- ☐ Barbiturates "Downers"
- ☐ Valium (Other than prescribed)
- ☐ Hallucinogens / Mushrooms
- ☐ "Designer" Type Drugs
- ☐ Opiate, Morphine, Opium
- ☐ Ecstasy (MDMA)
- ☐ GHB (Fantasy, Liquid X, Liquid E, Juice)
- ☐ None apply

QUESTION 16

Note the First and Last time (Mo/Yr) you possessed or experimented with the drug checked above or write "does not apply" if you did not check any of the above.

QUESTION 17

Have you ever been convicted of a misdemeanor? (includes traffic citations)

- ☐ Yes
- ☐ No

QUESTION 18

If you checked yes to the above question, indicate the citation and dates.

QUESTION 19

Have you ever committed a crime that did not result in an arrest or conviction?

- ☐ Yes
- ☐ No

QUESTION 20

If yes to the above question, describe circumstances.

QUESTION 21

Have you ever committed a misdemeanor involving harm or threat to persons or property, i.e., assault, fighting, or vandalism, etc?

- ☐ Yes
- ☐ No

QUESTION 22

If yes to the above question, describe circumstances.

QUESTION 23

Have you ever been in the presence of others when they were involved in any illegal activities even though you did not participate?

- ☐ Yes
- ☐ No

QUESTION 24

If yes to the above question, describe circumstances.

QUESTION 25

Have you been convicted of, knowingly committed, or participated in illegal sexual activity?

- ☐ Yes
- ☐ No

QUESTION 26

If yes to above question, describe circumstances.

QUESTION 27

Do you have or have you ever had substantiated referrals for child abuse and neglect to the Department of Social and Health Services/ Division of Children and Family Services in Washington state or in any other state's social services agency?

☐ Yes

☐ No

QUESTION 28

Have you been a party in a Juvenile Court proceeding in any state where findings were made of abandonment, abuse or neglect, or inability to parent a child and/or has had parental rights terminated?

☐ Yes

☐ No

QUESTION 29

Do you have or ever had a child who has been under the jurisdiction of the juvenile court for a dependency action?

☐ Yes

☐ No

QUESTION 30

While employed, were you terminated for cause, terminated during the probationary period, or did you resign not in good standing?

☐ Yes

☐ No

QUESTION 31

As an employee, have you ever done anything for which you could be fired?

☐ Yes

☐ No

QUESTION 32

Have you quit any jobs?

☐ Yes

☐ No

QUESTION 33

Have you been asked to leave any jobs?

☐ Yes

☐ No

QUESTION 34

Have you falsified or left out significant information on any application?

☐ Yes

☐ No

QUESTION 35

Have you received written warnings from past employers for absenteeism or tardiness more than three times in the past five years?

☐ Yes

☐ No

QUESTION 36

Have you missed any days of work due to use of alcohol or marijuana in the last five years?

- ☐ Yes
- ☐ No

QUESTION 37

Have you been accused of sexual harassment at any time or involved in any way in a sexual harassment case (PREA 115.317)?

- ☐ Yes
- ☐ No

QUESTION 38

Have you ever been involved in a physical altercation with a family member?

- ☐ Yes
- ☐ No

QUESTION 39

If yes to the above question, describe circumstances.

QUESTION 40

Have you ever used, possessed, manufactured, sold, offered to sell, distributed, or transported for sale any illegal drugs/narcotics other than marijuana in the last five years?

- ☐ Yes
- ☐ No

QUESTION 41

Have you used illegal drugs on the job in the last five years?

- ☐ Yes
- ☐ No

QUESTION 42

Have you made misrepresentations or misstatements of facts in the application or during these supplemental questions as to any information sought by the Juvenile Court to assess suitability for employment?

- ☐ Yes
- ☐ No

QUESTION 43

Would any problem result if your present employer was contacted during the course of a background investigation?

- ☐ Yes
- ☐ No

QUESTION 44

Have you failed to disclose any information which the Juvenile Court management will need to determine your suitability as a prospective Juvenile Court employee?

- ☐ Yes

☐ No

QUESTION 45

If yes to the above question, please describe.

* Required Question