SENIOR JUVENILE DETENTION SPECIALIST

DEFINITION

Under general direction, Juvenile Detention Specialists are responsible for the direct observation, supervision, guidance and general custodial care of juveniles in residence in a secure detention facility; and perform related work as required.

EXPERIENCE AND TRAINING REQUIREMENTS

A bachelor’s degree from an accredited college or university in behavioral sciences, criminal justice, human services, social work or closely related field AND one year full-time experience working as a Juvenile Detention Specialist II in juvenile detention; OR an equivalent combination of related training and qualifying experience in a detention facility, related justice program, residential treatment program or in a law enforcement field.

LICENSE OR CERTIFICATE

A valid driver’s license is required at time of appointment.

A CPR, First Aid, and Blood Borne Pathogens certificates are required at time of appointment.

Completion and maintenance of training and certification in a department approved Defensive Tactics course which includes use of a restraint chair and other training required by the Department.

DISTINGUISHING CHARACTERISTICS

This is the senior level in the Juvenile Detention Specialist classification series and is distinguished from the Juvenile Detention Specialist II by performing the most complex duties, having greater independence and assuming direct supervision over staff in the absence of a shift supervisor.

SUPERVISION EXERCISED

May provide lead direction, training and work coordination for Juvenile Detention Specialists.

EXAMPLES OF DUTIES (The following is used as a partial description and is not restrictive as to duties required.)

Oversee the care, security, reporting, observation, supervision and guidance of juveniles in residence.

Maintain security, prevent escapes and ensure enforcement of policies and procedures.

Resolve problems and differences among the juveniles.

Facilitate and organize training, schedule work assignments and provide input into staff evaluation.

Direct staff in crisis situations on correct actions for detention center.

Actively participate in the planning, development and teaching of self-improvement/special interest programs.
Ensure that all detained juveniles are adequately supervised; account for the location of all detainees in the detention center.

Resolve grievances or problems that occur with detainees on shift.

Complete paperwork on shift including documentation in logbook, incident reports, probable cause reports, intakes and all other forms as needed. This may also include police reports and referrals to Social Services agencies.

Maintain OSHA and MSDS standards.

Supervise juveniles with mental health issues including acute suicidal actions, severe depression and psychosis; make appropriate referrals to mental health professionals for further treatment.

Transport juveniles to and from the facility as needed.

Serve as a liaison between Juvenile Services and other outside agencies and the public.

Attend monthly management team meetings to discuss issues and address suggestions from staff.

Ensure that assigned personnel perform duties and responsibilities in a safe and prudent manner, which does not expose them or others to unnecessary harm or risk of on-the-job injury.

**JOB RELATED AND ESSENTIAL QUALIFICATIONS**

**Full Performance** *(These may be acquired on the job and are needed to perform the work assigned.)*

**Knowledge of:**
Departmental and divisional policies, practices and procedures relevant to area of assignment.

Laws, rules and regulations related to area of assignment.

Computer software specific to the department.

**Ability to:**
Interpret and apply policies and procedures.

Provide work coordination and direction.

Perform multiple functions in periods of intense activity requiring a quick response and the application of appropriate procedures.

**Entry Level** *(Applicants will be screened for possession of these through written, oral, performance, or other evaluation methods.)*

**Knowledge of:**
Principles of individual and group behavior.

Principles and practices of supervision.

Working knowledge of state and local laws relating to juvenile justice, child welfare and the court system.

Knowledge of counseling skills and accepted practices for the guidance and rehabilitation of juveniles.
Knowledge of child and adolescent development.

**Ability to:**
Exercise sound judgment and make appropriate decisions in emergency and non-emergency situations, often with limited information.

Communicate clearly, both orally and in writing.

Observe and record events accurately and concisely including proficient writing skills enabling the preparation of quality reports.

Supervise juveniles.

Comprehend and follow oral and written directions.

Deal with individuals from diverse socio-economic backgrounds.

Deal with stressful situations and hostile clients.

Control personal bias.

**SPECIAL REQUIREMENTS** *(Essential duties require the following physical skills and work environment.)*

Must be at least 21 years of age at time of application.

Ability to stand, walk, run and lift while supervising and observing youths. Strength and dexterity of a degree to be able to restrain a youth if necessary. Sufficient sensory acuity to be able to detect smoke/fire or contraband being used or carried by detained youth. Sufficient vision to be able to observe youths in programs and/or detention activities and hearing skills for purposes of monitoring and communicating with juveniles, other department staff and the public.

Must complete and submit a personal history statement and pass background investigation. Background investigations will be conducted through the State of Nevada, the Federal Bureau of Investigation (FBI), NCIC/CJIS, and the Division of Child and Family Services.

Must submit to a TB test at own expense upon offer of employment.

*This class specification is used for classification, recruitment and examination purposes. It is not to be considered a substitute for work performance standards*