

JUVENILE DETENTION SHIFT SUPERVISOR

PURPOSE AND NATURE OF WORK

Position is responsible for maintaining the safety and security of detainees of the Juvenile Detention Home. Work involves supervising and monitoring juveniles, and supervising Juvenile Detention Attendants on assigned shift. Works under the general supervision of the Juvenile Detention Home Operations Manager.

ILLUSTRATIVE EXAMPLES OF WORK (Note: These examples are intended only to illustrate the various types of work performed by incumbents in this class. All of the duties performed by any one incumbent may not be listed, nor does any incumbent necessarily perform all of these duties.)

The work involves monitoring juveniles during recreational activities, meals, and in the classroom, and supervising Juvenile Detention Attendants on assigned shift. Completes admission and release procedures while ensuring proper documentation has been received. Completes documentation accurately in accordance with policy and procedures. May be expected to physically restrain juveniles or de-escalate physical altercations between juveniles using proper procedure for safety and security of staff and detainee. Conduct visual observation and Deggy electronic checks on detainees every 15 minutes throughout the shift. May be expected to transport juvenile to the hospital if an injury occurs. Acts as liaison with police officers, juvenile officers, doctors, parents, and the public. Conducts meetings at shift change. May be expected to dispense medication properly following established procedures.

Performs related work as required.

NECESSARY KNOWLEDGES, ABILITIES, AND SKILLS

Knowledge of juvenile detention laws and regulations.

Knowledge of basic principles of child care practices in a detention facility.

Knowledge of the hazards and safety precautions applicable to the work.

Ability to establish and maintain effective working relationships with superiors, subordinates, and detained juveniles.

Ability to communicate effectively with detained juveniles.

Ability to dispense medication properly.

DESIRABLE TRAINING AND EXPERIENCE

High school graduation or equivalent and progressively responsible experience working with and supervising detained juveniles; or any equivalent combination of training and experience.

APPRENTICESHIP

Positions in this class may be assigned to an apprenticeship as defined by Civil Service Rule IV, Section 6. This requires the employee to complete initial and ongoing training requirements for direct care workers as established by the Department of Children and Family Services within one (1) year for continued employment.