

## JUVENILE DETENTION COUNSELOR III

**GENERAL STATEMENT OF DUTIES:** Participates in the direction of activities and supervision of juveniles detained in a juvenile detention facility; does other work as required.

**SUPERVISION RECEIVED:** Works under the general supervision of the Detention Supervisor.

**SUPERVISION EXERCISED:** Supervision of other employees including part-time Counselors and Volunteers may occur on some shifts.

**EXAMPLES OF PRINCIPAL DUTIES:** An employee in this classification will perform any or all of the following duties. However, these examples do not include all the specific tasks, which an employee may be expected to perform.

1. Encourages youth to become involved in recreational activities, including games and crafts, by making sure that structured activities are offered on a regular basis, participating in them, and supervising them.
2. Makes inspections, insures order and cleanliness of living area and sleeping quarters.
3. Instructs juveniles in regard to detention rules, regulations, discipline and enforces their application.
4. Supervises juveniles in housekeeping activities, such as cleaning, mopping, making beds and other related duties.
5. Maintains record of admissions, releases, and other relevant information relating to juveniles behavior while in detention. This includes making sure that documentation of the youths conduct is communicated to the assigned Court Counselor/Parole Officer.
6. Provides counseling in a group living situation for juveniles detained, dealing with the here and now and day to day problems of living in a social group. Also assists with skill development for youth in areas such as substance abuse, anger management, and social skills.
7. Maintains both physical and psychological security for those juveniles detained, including application of restraints.
8. Promotes positive environment within the detention situation and seeks out activities of interest to youth.
9. Supports and assists the facility's offering of youth programs. This may include set-up and distribution of media and materials, assistance to instructors, and appropriate follow-up discussion with youth following the program.
10. Coordinates activities with co-workers in order to enhance the over-all effectiveness of the Department.

11. Maintains a working knowledge of resources for youth to which they will be referred and/or recommended for referral by the Court Counselor/Parole Officer.
12. Transportation of youth, both in and out of restraints.
13. Provide on-call services to police or other agencies and make lodging decisions.
14. Other duties as may be assigned.

## **RECRUITING REQUIREMENTS**

**KNOWLEDGE, SKILL AND ABILITY:** Working knowledge of juvenile behavior both normal and abnormal. Basic understanding of human relationships. Knowledge of child growth and development. Ability to communicate in both oral and written fashions and understanding oral and written instructions. Ability to demonstrate leadership. Ability to deal with acting out delinquent behavior, recognizing symptoms, evaluating the cause and work to resolution within a secure custody setting. Must possess skills to work cooperatively with co-workers, supervisors, and other agencies in order to meet Department goals and contribute to a healthy work environment.

Physical demands may require bending, hearing voice conversations, keyboarding lifting, pulling, pushing, and walking. Must be able to apprehend and restrain hostile youth. A reasonable amount of driving may be required.

The selected candidate will be required to successfully complete drug screening, psychological exam, and a background investigation free of adverse information.

**EXPERIENCE AND TRAINING:** Possession of high school diploma or equivalency, plus two years of advanced education, preferably in a social service area. Other equivalent combination of education and experience will be considered.

Will be required to complete Oregon Juvenile Department Directors' Association (OJDDA) approved training academy, obtain and maintain OJDDA certification.