



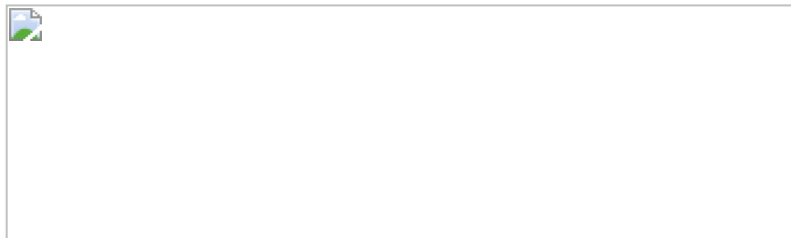
KITSAP COUNTY
invites applications for the position of:
**JUVENILE DETENTION
SUPERVISOR**

SALARY: \$25.64 - \$36.22 Hourly
\$53,331.20 - \$75,337.60 Annually

OPENING DATE: 09/21/21

CLOSING DATE: 10/08/21 11:59 PM

OVERVIEW:



Kitsap County Juvenile and Family Court Services
has an exciting opportunity for a Juvenile Detention Supervisor to join our team.

We are seeking compassionate individuals who understand that making a difference in the lives of detained youth can change the course of their future and impact the communities all around us. If you believe all youth can succeed if provided the right life skills and supportive relationships, this may be the career for you! Help teach youth how to overcome obstacles, and reenter their communities, participate in pro-social activities, and reduce the likelihood of them re-offending.

Our team is committed to providing comprehensive, effective and individualized services to each youth and their families. We pride ourselves on providing a safe, supportive, professional, and caring environment for our teammates and the youth we serve. We are seeking teammates that share that common vision and want to make a difference!

We are currently seeking a Juvenile Detention Supervisor to join our team. Interacting with youth in the Kitsap County Detention Facility, you will focus on managing behavior by the least restrictive means, coaching and using conflict resolution skills to teach and promote pro-social behavior, and disciplining when appropriate, in accordance with well-defined procedures.

The ideal candidate will have the ability to operate independently while using discretion and judgment in determining appropriate courses of action. Must have a strong knowledge of Juvenile Detention operations and practices, the juvenile court system, and facility security and safety practices. The successful candidate will have experience working with youth, knowledge of supervisory principles and practices and the ability to plan and organize work; accurately and fairly evaluate staff performance; and enhance efforts to develop teamwork within the unit.

The Superior Court of Kitsap County values the safety of our employees, our residents, and our visitors. In support of these values, if you are selected for this job you must be fully vaccinated against COVID-19, except when vaccination is not medically advised or violates your sincerely held religious beliefs. If you are invited to join our team, you must submit proof that you are fully

vaccinated against COVID-19 to your initial HR representative, or you must request an exemption from your representative. New employees must either provide proof of vaccination or be granted a medical or religious exemption before working with the Superior Court Juvenile and Family Court Services.

QUALIFICATIONS FOR PERFORMANCE OF THE ESSENTIAL FUNCTIONS:

REQUIRED EDUCATION AND EXPERIENCE

- Associate's degree in Criminal Justice, Psychology, Behavioral science or closely related field AND
- Three years of recent detention experience AND
- One year of experience as a supervisor or lead worker OR
- Any equivalent combination of experience and training which provides the applicant with the desired knowledge, skills, and abilities needed to perform the work.

If you use education to meet the minimum qualifications of the position, a copy of your official transcripts must be submitted prior to your start date.

Driving Requirements

- The successful incumbent must meet the driving requirements of this position and submit a copy a current driving record/abstract to review for eligibility to drive for Kitsap County prior to employment. The successful incumbent must obtain a valid Washington State Driver's License prior to hire and maintain a satisfactory driving record as outlined in the Kitsap County Vehicle Use Policy. This position is categorized as:
 - **Category 1:** Driver operates County-owned vehicle.

PHYSICAL REQUIREMENTS AND WORKING ENVIRONMENT

(The physical demands described are representative of those that must be met by the employee to successfully perform the essential functions of this job. Kitsap County provides reasonable accommodation to enable individuals with disabilities to perform the essential functions.)

- The duties in this position are performed primarily in the Juvenile Detention unit of the facility.
- Incumbents must have sufficient strength and flexibility to physically subdue a juvenile detainee in a volatile, possible dangerous, situation.
- This position is classified as "essential" and is mandated to report to work in all weather conditions.
- Incumbents may be exposed to hazardous conditions when working with violent or hostile individuals.

ILLUSTRATIVE EXAMPLE OF DUTIES:

In this role, you will have the opportunity to:

- Coordinate, assess, and evaluate youth brought into detention by law enforcement to ensure youth meet mandated guidelines for admittance.
- Supervise, coordinate, evaluate and authorize detainee intake, custody, care, and release.
- Coordinate the logistics and scheduling involved with the provision of educational, therapeutic, medical, and court escort services.
- Facilitate mental health and health care services to detainees.
- Coordinate and facilitate program operations including, but not limited to, Alcoholics/Narcotics Anonymous, Alateen, Prison Fellowship, Aggression Replacement Therapy, and Independent Living Skills.
- Supervise assigned staff, including setting work priorities, planning, organizing, assigning, advising, assisting, motivating and training as necessary. Evaluate the work of assigned

- staff and participate in the selection of new employees, including making recommendations regarding hiring, discipline, transfer and termination.
- Provide statutorily mandated training for detention officers.
 - Assist in the development of policies, procedures, work rules, safety requirements, performance standards, and manuals necessary for the effective, efficient, and safe completion of assigned operations consistent with legal and safety requirements and County standards.
 - Assist the Juvenile Detention Manager in the development and administration of an overall safety and security program for the detention facility.
 - Implement approved policies and procedures required for the effective functions of assigned operations and compliance with departmental standards and legal requirements. Interpret policies and regulations to subordinate staff.
 - Assist in the development of and maintain systems and records that provide for proper evaluation, control, and documentation of assigned operations.
 - Prepare and/or oversee the preparation of reports and correspondence as required.
 - Arrange, coordinate, and facilitate the placement and transportation process to assure the safe and secure custody of juveniles in transit to and from Court appearances, hospitals, mental health and medical facilities, and other destinations outside the detention facility, consistent with department policies and procedures. May be required to transport youth.
 - Serve as liaison with supervisors, Court Services Officers, service providers, school staff, kitchen staff, medical staff, as well as members of other community agencies and law enforcement.
 - Provide input into budget development regarding staffing resources and track staffing and supply expenditures to assure compliance with approved budget.
 - Assist the Juvenile Detention Manager in the development of short and long-range plans, goals and objectives for assigned operations.
 - Perform any and all duties of the Juvenile Detention Officer as necessary.

OTHER POSITION RELATED INFORMATION:

- **Who May Apply:** This position is open to the public. Applications will be screened for qualifications and completion of all the required materials and forms. The most competitive applicants may be contacted for further steps in the selection process, which may include testing for office and computer skills.
- This position is classified as eligible for overtime under the Fair Labor Standards Act (FLSA)
- This position is non-represented and covered under the Kitsap County Personnel Manual.
Internal applicants should be aware that a change in union status or bargaining unit may impact your benefits and accruals. Please contact Human Resources if you have questions.
- Kitsap County is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to age, ancestry, color, family or medical care leave, gender identity or expression, genetic information, marital status, medical condition, national origin, physical or mental disability, political affiliation, protected veteran status, race, religion, sex (including pregnancy), sexual orientation, or any other characteristic protected by applicable laws, regulations and ordinances. We also consider qualified applicants regardless of criminal histories, consistent with legal requirements. If you need assistance and/or a reasonable accommodation due to a disability during the application or the recruiting process, please contact our Human Resources Office.
- This recruitment is being used to fill an existing position, and may be used to fill future openings for up to six (6) months.
- Work hours for this position will vary by shift assignment.

JUVENILE DETENTION SUPERVISOR Supplemental Questionnaire

- * 1. (REQ-1) I certify that I have read the complete job classification for this position and I am able to perform the essential functions of this position, with or without reasonable accommodations.
 - YES
 - NO

 - * 2. (REQ-2) I understand that all related experience must be listed under the Work Experience section of this application and that it must include a detailed explanation of my roles and responsibilities at each relevant employer. I also understand that resumes are not rated or reviewed for minimum and preferred qualifications and that an incomplete application or lack of details will disqualify my application. (Please note: The quality and completeness of the application will be considered in determining whether applicants will move to the next phase of the screening.)
 - YES
 - NO

 - * 3. How do you best meet the minimum qualifications for this position:
 - Bachelor's degree in Criminal Justice, Psychology, Behavioral Science or closely related field AND one year of juvenile detention experience AND at least one year of experience as a supervisor or lead worker.
 - Associate's degree in Criminal Justice, Psychology, Behavioral Science or closely related field AND three years of juvenile detention experience AND at least one year of experience as a supervisor or lead worker.
 - Five years of juvenile detention experience AND at least one year of experience as a supervisor or lead worker.
 - Education only
 - No related education or experience

 - * 4. Describe your experience in the juvenile detention field. Include in your answer your experience with detention operations and practices, the court system, and facility security.

 - * 5. Describe your supervisor or lead experience. Include in your answer your experience with planning and organizing work and guiding a team toward departmental goals and objectives.
- * Required Question