



KITSAP COUNTY  
invites applications for the position of:

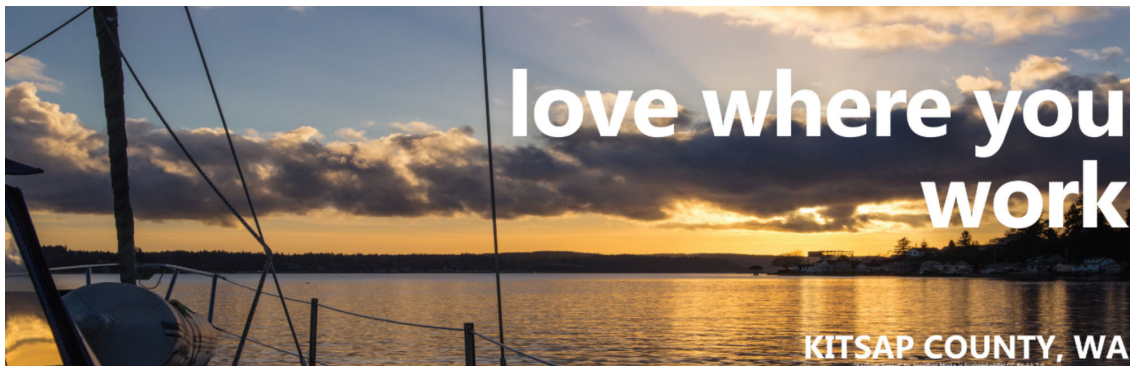
# JUVENILE DETENTION OFFICER - \$5000 SIGNING INCENTIVE!

**SALARY:** \$24.48 - \$30.58 Hourly  
\$50,918.40 - \$63,606.40 Annually

**OPENING DATE:** 01/07/22

**CLOSING DATE:** 12/31/22 12:00 AM

**OVERVIEW:**



**Kitsap County Juvenile and Family Court Services 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.**



**Do what you love while serving the community where you live!**  
**We offer great benefits, including medical, dental, and a pension.**

Join our dedicated team of professionals to serve the citizens of Kitsap.

**JUVENILE AND FAMILY COURT SERVICES IS OFFERING A \$5000 SIGNING INCENTIVE!**

Effective April 25, 2022, new hires are eligible for the incentive.

**The recruitment incentive will be paid in a lump sum amount upon hire in the first regular payroll. In consideration for the recruitment incentive, the candidate will agree to remain employed with Juvenile and Family Court Services for a minimum of two years. Should employment end, for any reason, prior to the two-year expiration, the lump sum will be repaid in a pro-rated amount based upon the number of months that remain.**

If you believe all youth can succeed if provided the right life skills and supportive relationships, this is the career for you!

As a Juvenile Detention Officer, you will help teach how to overcome obstacles; reenter communities; participate in pro-social activities, and reduce the likelihood of re-offending.

Our team is committed to providing comprehensive, effective, and individualized services to each youth and their families. We pride ourselves in 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 Juvenile Detention Officers to join our team. Interacting with youth in the Kitsap County Juvenile Detention Facility, your focus will be managing behavior using the least restrictive means; coaching and using conflict resolution skills to teach and promote pro-social behavior; disciplining when appropriate in accordance with well-defined procedures. A successful candidate must have experience and/or the desire to work with youth and must have the ability to set appropriate boundaries.

To learn more about Kitsap County and Juvenile and Family Court Services please visit our website at: <https://spf.kitsapgov.com/juv/Pages/default.aspx>

To learn more about Washington State Criminal Justice Training Commission and the Academy please visit their website at: [https://fortress.wa.gov/cjtc/www/index.php?option=com\\_content&view=article&id=408&Itemid=262](https://fortress.wa.gov/cjtc/www/index.php?option=com_content&view=article&id=408&Itemid=262)

*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**

- High School diploma or GED; **AND**
- Must be at least 21 years of age.

### **Preferred Education, Experience or Other Qualifications**

- At least one year working with youth
- One year of college level coursework in the area of corrections, law enforcement, law and justice, police science or social services related to correctional rehabilitation from a college or university accredited by an agency recognized by the US Department of Education.
- Experience working in therapeutic detention, residential treatment, or closely related field

### **Required Licenses, Certificates, Examinations/Tests and Other Requirements**

***Please note:*** *The incumbent is responsible for obtaining and maintaining all of the following required licenses, certifications and other requirements.*

#### Prior to employment the successful candidate must:

- Submit a copy of their State employment driving record abstract to verify their eligibility to drive for Kitsap County.
- Pass a comprehensive background investigation/criminal background check which includes fingerprinting through law enforcement agencies.
- Pass all job-related examinations/tests necessary to demonstrate required knowledge, skills and abilities, in a multi-phase testing process. These tests include physical agility, polygraph, psychological exam, and a pre-employment physical.

#### Within 30 days after employment the successful candidate must:

- Complete Bloodborne/Airborne Pathogens training and receive Hepatitis B vaccine or sign a waiver.
- Complete a Tuberculosis Test (and yearly thereafter).
- Possess and submit a copy of a valid and current CPR/First Aid Certificate.

#### Within one year after employment the successful candidate must:

- Complete the Washington State Criminal Justice Training Commission Academy

### **Driving Requirements**

The successful incumbent must meet the driving requirements of this position and submit a copy a current driving record/abstract (from state of residency) 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.

**Criminal Conviction Standards:**

- The successful incumbent will or may have unsupervised access to children under 18 years of age, or a vulnerable person, or access to a secured/confidential facility or computer system(s). As a result, Kitsap County will be conducting an extensive criminal background check by law enforcement agencies, which includes fingerprinting.
  - Please review the following list of disqualifying crimes and negative actions to determine if you meet our standard for this position:  
<https://www.dshs.wa.gov/ffa/disqualifying-list-crimes-and-negative-actions>

**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.)*

Positions in this class typically require:

- The duties in this position are performed in a secured 24 hours/day, 7 day/week juvenile detention facility, occasionally escorting detainees to court or to appointments. Occasionally work will be performed in an office setting.
- Employees in this department are considered essential employees and must report to work regardless of inclement weather or other conditions.
- Driving a vehicle and exposure to the hazards associated with all weather conditions and traffic will be occasionally required.
- Must have sufficient strength and flexibility for activities involving running, jumping, balancing, climbing, crawling, kneeling, bending, stooping, twisting, crouching, reaching, lifting, carrying, dragging, throwing, pushing/pulling in order to physically subdue and restrain detainees in a variety of volatile, possibly dangerous situations.
- Adequate vision to observe the behavior of detainees and assess the safety and security of the facility.
- Adequate hearing to monitor all radio communications for safety and security of the facility, workers, and incarcerated youth.
- Repetitive motions when manually completing required logs/reports.
- Speaking/talking when communicating with juvenile detainees.
- Exertion of force of up to 50 pounds occasionally, and/or up to 20 pounds frequently and/or 10 pounds constantly to move objects.

Incumbents may be:

- Subject to exposure to physical hazards such as: restricted work areas or blood and body fluids requiring the use of safe biohazard and blood borne pathogen prevention methods.
- Exposed to potentially violent or hostile individuals in volatile and dangerous situations within the facility which require sufficient strength and flexibility to physically restrain a juvenile weighing over 100 pounds.

**ILLUSTRATIVE EXAMPLE OF DUTIES:**

*(Any one position may not include all of the duties listed nor do the listed examples include all tasks which may be found in positions of this class.)*

Essential Job Functions:

- Maintain safety of the pod on assigned shift; assure security procedures are followed; screen approved visitors.

- Provide supportive encouragement and guidance to youth, utilizing opportunities afforded during direct supervision of pod assignments, and offer instruction, advice and assistance.
- Assist juveniles in cultivating appropriate social, behavioral, and interpersonal skills and attitudes useful in community living; lead recreational activities and give instruction in games.
- Monitor activities of daily living of juveniles; search quarters and new admissions for contraband and hazardous items; escort juveniles to areas of the building.
- Utilize ACCESS, JIS/JCS, and ODYSSEY to create records of admission and release from detention. ??
- Utilize web-based case management system (Rite Track) for each juvenile admitted to the facility; maintain shift records of activities of juveniles in the web based case management system.?
- Observe and record behavior; physically control disturbed juveniles; respond to emergency situations; make regular security checks on rooms and facilities; discipline juveniles for rule infraction.
- Maintain orderly appearance of assigned area; launder clothing and bedding utilizing hazardous waste protocol if needed; dispense health and grooming items.
- Assist the arresting law enforcement officer or intake officer in admitting or releasing juveniles from the facility.
- Collect data on juveniles to compile social history; provide data for use in diagnosis and Court reports; participate with the supervisor in preparing diagnostic/behavioral reports.
- Central control and lead post pod position includes responsibility for all internal movement, control and security; monitoring of all two-way radio communications and all camera and security systems.
- Respond to inquiries within scope of knowledge or transfer inquiries to supervisor.

#### **OTHER POSITION RELATED INFORMATION:**

- **Who May Apply:** This position is open to the general 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.
- Classified as eligible for overtime under the Fair Labor Standards Act (FLSA)
- Covered under a collective bargaining agreement with the Juvenile Detention Officer's Guild. Guild membership is optional. Employees choosing to join the Guild will pay dues through payroll deduction.
- **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 current openings for full-time and on-call positions, and may be used to fill future openings for up to six (6) months.
- Work hours will vary, depending on assigned shift.

*If you are having technical difficulties, creating, accessing or completing your application, please call NEOGOV toll-free at (855) 525-5627 or email [support@neogov.com](mailto:support@neogov.com).*

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APPLICATIONS MAY BE FILED ONLINE AT:  
<https://www.governmentjobs.com/careers/kitsap>

Position #2022-JDOG  
JUVENILE DETENTION OFFICER - \$5000 SIGNING  
INCENTIVE!  
KS

614 Division St, MS#23A  
Port Orchard, WA 98366  
360.337.7185

[humanresources@kitsap.gov](mailto:humanresources@kitsap.gov)

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## **JUVENILE DETENTION OFFICER - \$5000 SIGNING INCENTIVE! 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. Do you have at least one year working with at risk youth in a therapeutic or social services environment?  
 Yes  
 No
- \* 4. Please describe your experience working with youth.
- \* 5. Driving Standard: This position will be operating a county owned vehicle. Successful candidates must meet this driving standard to be considered for this position. The standard for operating a county owned vehicle is as follows: • The applicant MUST be 18 years of age and has their driver's license for at least one year. • The applicants license must be in good standing. (It cannot be suspended or contain restrictions that prohibit or impact the legal ability to operate vehicles or revoked once (or more) in the last three years.) • The applicant's drivers record in the last three (3) years is clear from the following types of violations: o Reckless driving or similar offense o DUI conviction involving use of alcohol or drugs o Hit-an-run offense involving bodily injury or reportable damage o At-Fault collision (Two or more; or any at-fault collision resulting in a fatality) o All other traffic offenses (except parking violations) three (3) or more (or more than one in last 12 months) Please note: Any major traffic violations not listed in the above will be addressed on a case by case basis and could be a disqualifying factor for driving vehicles on County business  
 Yes, I meet this standard and have a clear driving record.  
 No, I do not meet this standard. (If your answer is no, you do not qualify for this position)
- \* 6. Employees in this department are considered 'essential employees' and are expected to report to duty on time and remain at work until the end of the scheduled shift even if an inclement weather event or emergency is declared. Are you able to meet this requirement?

YES

NO

- \* 7. (JDO-A) Detention work is personal service of the highest order, requiring sterling qualities in those individuals who are employed in this career field. Few professions require individuals with such impeccable background or character. Kitsap County Juvenile Detention Officers are sometimes compelled to make instantaneous decisions without assistance or supervision. Mistakes in judgment could cause irreparable harm to detainees and other detention workers and could subject Kitsap County to liability. Detention workers need sound character, honesty, integrity, intelligence, tact, good judgment, physical courage, verbal communication skills, emotional stability, impartiality, understanding and sensitivity. Do you feel you are willing and able to perform this work?
- Yes  
 No
- \* 8. (JDO-B) Are you willing to work in the high-stress environment of a detention facility and accept that you will not be permitted to leave the facility during your shift, except as directed?
- Yes  
 No
- \* 9. (JDO-C) Are you willing to work in a disciplined law enforcement environment, take instructions and follow or abide by Kitsap county Detention Center policies, procedures, rules and regulations, and carry out orders even if you do not agree with them?
- Yes  
 No
- \* 10. (JDO-E) Volatile situations may occur that require the physical restraint of youth in the facility. Are you willing to participate in training in order to learn and develop the techniques and skills required of a detention officer, including the proper use of restraining devices and emergency equipment? In addition, would you be willing and able to deal with violence, break up fights, and assist in controlling disturbances?
- Yes  
 No
- \* 11. (JDO-F) Would you be able to withstand detainee harassment or verbal abuse, and not allow the harassment or abuse to affect your judgment?
- Yes  
 No
- \* 12. (JDO-G) Would you be willing to conduct a thorough body search of detainees for contraband and illegal weapons?
- Yes  
 No
- \* 13. (JDO-H) Are you willing and able to write detainee incident, investigation reports, and give testimony in court?
- Yes  
 No
- \* 14. (JDO-I) Is your record clear of adult felony convictions or a pattern of adult misdemeanor convictions?
- Yes  
 No
- \* 15. (JDO-L) Are you willing to work weekends and holidays?
- Yes  
 No
- \* 16. (JDO-M) Are you willing to accept shift work, which includes day, swing and graveyard shifts?
- Yes

No

\* 17. (JDO-P) Do you agree to attain First Aid & CPR certification within 30 days of employment and to keep that certification current?

Yes

No

\* 18. (JDO-Q) Are you willing to receive an annual TB (tuberculosis) test?

Yes

No

\* 19. (JDO-R) Are you willing to receive a Hepatitis B vaccine or sign a waiver?

Yes

No

\* 20. (JDO-S) Are you willing to exercise safe biohazard and blood borne pathogen prevention methods?

Yes

No

\* 21. This posting is being used to fill both regular full-time and on-call positions. What is your preference?

Regular full-time

On-call work

Either full-time or on-call

\* Required Question