



**KITSAP COUNTY**  
invites applications for the position of:  
**JUVENILE DETENTION  
OFFICER - FULL-TIME  
AND ON-CALL  
POSITIONS**

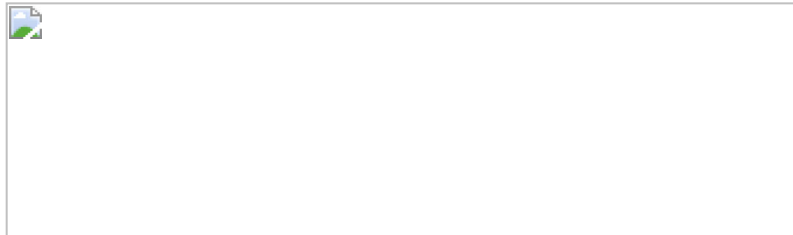
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**SALARY:** \$22.18 - \$30.58 Hourly

**OPENING DATE:** 04/01/21

**CLOSING DATE:** Continuous

**OVERVIEW:**



**Kitsap County Juvenile and Family Court Services** is seeking committed individuals who have a passion for working with youth. If you value diversity, desire to foster motivation, have a desire to work in a therapeutic environment, and believe that every individual has the ability to succeed, then this may be the career for you!

We are committed to providing innovative, comprehensive and effective services to youth, families, schools and the community. We seek team members with a professional and caring demeanor who share our vision.

We have an exciting opportunity for Juvenile Detention Officer to join our team. Incumbents in this position provide supervision and care of juveniles placed in the Kitsap County Detention Facility. Responsibilities include providing direction and guidance to juveniles, as well as disciplining when appropriate, and in accordance with well-defined procedures. Must have experience working with youth and 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)

**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 at risk youth in a therapeutic or social services environment
- 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.
- Submit official transcripts from an accredited college or university if education is being used to meet the minimum qualifications.
- 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 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 may include 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:

- Monitor eating, bathing and dressing of juveniles; search quarters and new admissions for contraband and hazardous items; escort juveniles to areas of the Departments buildings.
- Maintain safety of the pod on assigned shift; assure security procedures are followed; screen approved visitors.
- Provide supportive encouragement and guidance to youth on a personal basis, utilizing the opportunities afforded during direct supervision pod assignments either in one-to-one or small group situations, and give instruction, advice and assistance on personal problems.
- 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.
- Assist juveniles in cultivating appropriate social, behavioral, and interpersonal skills and attitudes useful in community living; lead recreational activities and give instruction in games.

- 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.
- **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 #2021-JDOG2  
JUVENILE DETENTION OFFICER - FULL-TIME AND ON-CALL  
POSITIONS  
KS

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

[cmackie@co.kitsap.wa.us](mailto:cmackie@co.kitsap.wa.us)

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## JUVENILE DETENTION OFFICER - FULL-TIME AND ON-CALL POSITIONS 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