



Juvenile Correctional Officer V

Salary Group: A17

Class Code: 4524

<u>CLASS TITLE</u>	<u>CLASS CODE</u>	<u>SALARY GROUP</u>	<u>SALARY RANGE</u>
JUVENILE CORRECTIONAL OFFICER I	4520	A10	\$24,910 - \$36,571
JUVENILE CORRECTIONAL OFFICER II	4521	A12	\$27,840 - \$43,798
JUVENILE CORRECTIONAL OFFICER III	4522	A14	\$31,144 - \$49,134
JUVENILE CORRECTIONAL OFFICER IV	4523	A15	\$32,976 - \$52,045
JUVENILE CORRECTIONAL OFFICER V	4524	A17	\$36,976 - \$58,399

GENERAL DESCRIPTION

Performs highly complex (senior-level) work overseeing correctional staff who provide direct care to juveniles in a correctional residential facility. Work involves overseeing the daily operations of a juvenile residential facility. May plan, assign, and/or supervise the work of others. Works under limited supervision, with considerable latitude for the use of initiative and independent judgment.

EXAMPLES OF WORK PERFORMED

Oversees juvenile activities, programs, and behaviors on an individual and group basis.

Oversees investigations of incidents and submits reports.

Oversees searches for contraband and oversees searches of juveniles.

Oversees inspections for health and safety hazards and facility cleanliness.

Counsels juveniles, offering advice and guidance.

Documents and notifies appropriate authorities concerning the abnormal behaviors of juveniles.

Ensures that juveniles in custody are present or accounted for, and reports escapes.

Ensures that work shifts are adequately staffed.

Transports juveniles as appropriate.

Instructs and trains correctional staff on agency procedures.

Completes and approves time sheets and leave requests.

May supervise the work of others.

Performs related work as assigned.

GENERAL QUALIFICATION GUIDELINES

EXPERIENCE AND EDUCATION

Experience in juvenile guidance work. Graduation from a standard senior high school or equivalent is generally preferred. Experience and education may be substituted for one another.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of safety and security procedures and practices, of counseling and guidance techniques, and of facility rules and regulations.

Ability to maintain order and discipline; to respond quickly to emergencies; to oversee juvenile programs; to communicate effectively; and to supervise the work of others.

REGISTRATION, CERTIFICATION, OR LICENSURE

May require a valid driver's license.