

Ouachita Parish Police Jury

JOB OPPORTUNITY ANNOUNCEMENT

POSITION: Juvenile Detention Supervisor	OPENING DATE: November 19, 2018
SALARY: \$ 13.31 per hour	APPLICATION DATE: Until Filled

(Present Parish employees are given three (3) days priority in applying for the vacant position before outside applicants will be considered. Parish employees may still apply after the designated deadline, but priority will not be given.)

DUTIES:

OPPJ provides unit based detention treatment to pre-trial youth. The fundamental responsibility of a juvenile detention officer (JDO) is to ensure the safety and security of the youth and staff in secure institutions and the public through responsible direct supervision and care of the youth and maintenance of a secure detention setting.

DISTINGUISHING CHARACTERISTICS OF JOB

Under the direction of the Director, The JDO Supervisor performs advanced (senior-level) supervisory work for assigned shift, which involves supervising, coaching, and mentoring assigned JDO employees and the JDO Assistant Supervisor employees serving as leaders of shift teams.

Provides oversight and leadership in the responsible direct supervision and care of youth and in the maintenance of a secure and safe detention facility; properly facilitates youth rehabilitation; ensures facility cleanliness, sanitation, and youth hygiene; monitors compliance with applicable policies and procedures; completes and monitors completion of required reports.

Provides ongoing instruction to JDO's in monitoring and coaching the shift teams regarding implementation of strategies to achieve goals and objectives and compliance with established policies and procedures.

Works under minimal supervision with extensive latitude for the use of initiative and independent judgment. Works shifts as assigned and is subject to working in excess of 40 hours per week and being on call. Serves as the Administrative Duty Officer.

QUALIFICATIONS

Training and Experience: High school diploma or equivalent, and three years of full-time wage earning experience that may be any combination of the following: experience supervising or providing rehabilitation/treatment services to youth or adults in a residential setting, detention setting, treatment, or correctional program (e.g., correctional officer, case manager, counselor, probation or parole officer).

Knowledge, Abilities and Skills: Requires a mature and emotionally stable individual with supervisory qualities. Must be of high moral character with authoritative quality. Must be sensitive and understanding to problems of youth and personnel under his supervision. Verbal and written communications along with the ability to logically and reasonably identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems. Ability to appropriately respond to abusive language and conduct in a manner consistent with instructions received in training. Ability to interpret and explain policies, procedures, standards, and guidelines to different audiences, and clear oral and written presentations of facts or ideas.

BENEFITS:

The Parish offers liberal benefits, including an excellent retirement system, vacations, sick leave and health and life insurance. Employee may advance to higher positions, based on his/her abilities and interests, and on the needs of the Parish.

HOW TO APPLY:

Applications must be submitted either online at www.oppj.org/hr or on the OFFICIAL FORM that is available from and may be returned to:

Ouachita Parish Police Jury, HR Department
Ouachita Parish Courthouse, 301 South Grand, Suite 201
Telephone: 318-327-1340

Equal Employment Opportunity Employer