

## JUVENILE SUPERVISION OFFICER

Applications are being accepted for a regular part-time and PRN part-time Juvenile Supervision Officer with the Youth Center of the High Plains. This position requires some nights, weekends, holidays, rotating on-call status, and the ability to work 12-hour shifts. Submission to a drug test, psychological exam, physical agility demonstration, vision screening, physical exam and background check is required. Randall County is an E.O.E.

### **DEFINITION**

This position involves the direct supervision of juvenile offenders, including admitting, detaining, controlling, restraining, monitoring, screening, and counseling them within the physical premises of the Youth Center of the High Plains. Ensures a safe and therapeutic environment for residents and staff by following established departmental policies and procedures.

### **Required:**

- Must be at least 21 years of age
- Have a high school education or GED
- Current Texas driver's license (and insurable)

### **Preferred:**

- One year's experience working with adolescents
- Bachelor's degree in criminal justice, psychology, social work, education, or similar field preferred

### **Essential duties and responsibilities:**

- Closely monitor the behavior, attitudes, and relationships of residents.
- Adhere to all approved policies and procedures to ensure safety of residents and staff.
- Encourage maximum resident participation in Youth Center programs.
- Assist in performing intakes and releases, as required.
- Develop files and documents, as required.
- Attend meetings and training sessions, as required.
- Administer consistent disciplinary actions to residents in accordance with Youth Center discipline management standards.
- Coordinate and supervise special details and projects involving residents.
- Develop and direct programs in academics, independent living and social skills, arts and crafts, group projects, recreation, group discussions, anger management, etc.
- Juvenile Supervision Officers may be required to drive county vehicles.
- Provide competent and professional counseling and guidance to residents during groups, through personal contact, or through appropriate referrals.
- Provide documentation of resident behaviors by making accurate chronological entries in caseworker.

### **Salary:**

Regular Part Time – Starting pay is \$12.00 an hour after certification, with pay differential for weekends and selected holidays with a guarantee of 24 hours a week on assigned shift.

PRN Part Time – Starting pay is \$11.00 an hour after certification, with pay differential for weekends and selected holidays on an as needed basis.

Applications may be picked up at the Randall Co. Human Resources Office, 501 16<sup>th</sup> St, Ste. 302, in Canyon or the Youth Center of the High Plains (YCHP), 9300 S. Georgia St., in Amarillo. Or simply go to [www.randallcounty.org](http://www.randallcounty.org), click departments, click on Human Resources and click on job opportunities to download application. Complete and return with a letter of interest and updated resume as an email attachment to [heathergrant@rcji.org](mailto:heathergrant@rcji.org).

**OPEN UNTIL FILLED**