

CLASSIFICATION SPECIFICATION

FLSA:	NEXP	Job Code:	ACV39014
Job Class Code:	660	Salary Schedule:	ASRYOUTH
EEO Category:	04	Grade:	17B
Workers Comp Code:	7720		

Job Code Established:	05/15/91	Effective Date:	
Job Code Revised:	05/21/98	Effective Date:	

JOB CODE SERIES: Public Protection and Public Order Series

JOB CODE TITLE: YOUTH CORRECTIONS SERGEANT

HRIS TITLE: YOUTH CORRS SERGEANT

CHARACTERISTICS OF THE CLASS: Works under the direction of higher ranking staff. Enforces rules, regulations, policies and procedures of the department in a youth secure care facility. Under general supervision, is responsible for work of considerable difficulty in the supervision of the maintenance of security, order and discipline in the direction of activities of a youth secure care facility's population during an assigned shift. Responsible for a functioning work unit; secure environment; effective staff assignments; safe/secure rehabilitated youth.

EXAMPLES OF DUTIES: Supervises youth corrections officers assigned to the facility. Supervises or provides transportation of residents, employees, officers, and equipment during assigned duty hours. Monitors youth for compliance with security, personal health and hygiene, conduct, order and sanitation regulations. Conducts rehabilitative programs. Checks facility for cleanliness and supervises searches for contraband items; reports security related incidents. Uses portable two-way radio to communicate with officers and staff of youth secure care facility. Assists in the training of subordinate staff. Performs related work as required.

WORK CONDITIONS: Works in a youth secure care facility in direct contact with youth requires varied working hours.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of: Institutional goals, policies and practices. Proper methods and circumstances requiring use of force. Methods, techniques and current practices of security procedures as they pertain to a state youth secure care facility.

Laws, rules and regulations, policies, procedures, programs and activities established for the agency. Radio communication as it pertains to a statewide radio communication system. Vernacular as it pertains to youth care, study, treatment and rehabilitation and growth, development, needs and problems of adolescents.

Skill/Ability to: Directing, supervising and evaluating subordinate workers. Communicating effectively with youth and coworkers. Dealing with stress and emergency situations. Maintaining compliance with Institutional policies. Maintaining discipline in a tactful manner meeting the requirements of due process. Maintaining an understanding attitude toward delinquent and nondelinquent adolescents. Providing positive pro-social role modeling, crisis intervention, and first aid/basic life support; Effectively interact with youth and coworkers; adequately schedule staff.

EXPERIENCE AND EDUCATION: Typical ways to obtain the KSAs would be: One year of experience as a Youth Corrections Officer II or Two years experience working as Youth Corrections Officer I. 60 semester hours applicable toward a Bachelors degree in social, behavioral or recreational sciences will substitute for the required experience. Any combination of training and experience that meet the knowledge, skills, and abilities (KSAs) may be substituted.

SPECIAL SELECTION FACTORS: A medical/physical evaluation is required prior to appointment.