

## CLASSIFICATION SPECIFICATION

<b>FLSA:</b>	<b>NEXP</b>	<b>Job Code:</b>	<b>ACV39016</b>
<b>Job Class Code:</b>	<b>660</b>	<b>Salary Schedule:</b>	<b>ASRYOUTH</b>
<b>EEO Category:</b>	<b>04</b>	<b>Grade:</b>	<b>20B</b>
<b>Workers Comp Code:</b>	<b>7720</b>		

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

**JOB CODE SERIES:** Public Protection and Public Order Series

**JOB CODE TITLE:** YOUTH CORRECTIONS CAPTAIN

**HRIS TITLE:** YOUTH CORRS CAPTAIN

**CHARACTERISTICS OF THE CLASS:** Works under the direction of a Regional Administrator. Enforces rules, regulations, policies and procedures of the department in a youth secure care facility. Under general direction, is responsible for work of unusual difficulty in directing the security function in a youth secure care facility and for the safety of its residents and employees, and performs related work as required. Responsible for a functioning work unit; secure environment; safe/secure rehabilitated youth.

**EXAMPLES OF DUTIES:** Supervises custody and security for a segment of the juvenile setting within an institutional setting; assumes command responsibility for all activities within the institution. Coordinates with rehabilitation, diagnostic and treatment programming sharing the common goals of treatment, education, health and other support services. Supervises all communications, records, sanitation, safety and security of assigned area within limits defined in institutional and departmental policies and procedures. Assists in the training of subordinate staff. Performs related work as required.

**WORK CONDITIONS:** Works in a youth secure care facility.

### **KNOWLEDGE, SKILLS AND ABILITIES:**

**Knowledge of:** Security practices in a youth care facility. Principles of youth secure care facility administration and procedures. Laws, rules and regulations, policies, procedures, programs and activities for the agency. Youth behavior treatment methods and techniques. Vernacular as it pertains to youth care, custody, treatment and rehabilitation. Institutional goals, policies and practices. Radio communication as it pertains to a statewide radio communication system.

**Skill/Ability to:** Supervising employees and utilizing materials and staff resources in a secure care setting. Directing, supervising and evaluating subordinate workers. Dealing with stress and emergency situations. Maintaining compliance with youth and coworkers. Maintaining discipline in a fair and 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.

**EXPERIENCE AND EDUCATION:** Typical ways to obtain the KSAs would be: One year of experience as a Youth Corrections Lieutenant or Two years of experience as a Youth Corrections Sergeant or equivalent. 60 semester hours applicable toward a Bachelors degree in social, behavioral or recreational science will substitute for two years of the non-supervisory 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.