



LINN COUNTY JUVENILE DEPARTMENT

104 4th Ave SW, Room 200, PO Box 100 Albany OR 97321

Phone: 541-967-3853 Fax: 541-967-4268

JOB ANNOUNCEMENT

CLASSIFICATION TITLE OF JOB: Temporary Help (Classification #550): Part-time Juvenile Detention Relief position(s), NON-UNION position working *on-call* at the Linn-Benton Juvenile Detention Center (MALE & FEMALE).

ESSENTIAL FUNCTIONS OF THE JOB:

- Perform intake duties, including pat/comprehensive searches, interviewing juveniles.
- Possess good computer skills, prepare paperwork, conduct releases & admissions to the facility.
- Distribute meals, participate in groups.
- Maintain a clean facility, complete minor maintenance, report issues.
- Visually/audibly supervise juveniles, provides extra supervision for juveniles with special needs.
- Model exemplary standards of conduct and increase youth skills through education, groups and role-model positive pro-social behavior.
- Respond to emergency situations, interact to diffuse aggressive youth, maintain safety and security.
- Comply with department and county policies, procedures, ORS and regulations.
- Serves as a resource to the community, maintains CPR/First Aid, participates in training, answers phone systems.

QUALIFICATIONS:

Must have a high school diploma or GED, must be 21 years old; **AND** any satisfactory equivalent combination of experience, education, skills and training to successfully complete necessary functions of the position. Previous work, education or training related to juvenile justice is preferred, but not a requirement for this position. Final candidates will be required to pass a pre-employment Criminal and DHS Background check as well as a pre-employment drug screen.

Employees are required to follow both State and Federal laws regarding the use of illegal substances.

NECESSARY SKILLS:

- Must have the ability to learn how to supervise juveniles in a closed custody setting.
- Must be able to follow instructions.
- Demonstrate a positive attitude.
- Maintain punctual and regular attendance.
- Establish and maintain positive relationships with co-workers, Juvenile Department staff and other agencies.
- Exercise good judgment, maintain adequate degree of control in supervision of youth.
- Ability to communicate effectively with team members.
- Successfully pass urinalysis testing prior to hire.

COMPENSATION: \$22.00 to start / \$24.00 per hour after intake training

(temporary on-call position, ACA sick leave accrues at 1.0 hour for every 30 hours worked, otherwise, no benefits)

CLOSING DATE: **OPEN UNTIL FILLED**

HOW TO APPLY: *Submit a completed* Linn County Employment Application Form, *and a completed* Prison Rape Elimination Act (PREA) Questionnaire to; ATTN: Detention Manager, Linn-Benton Detention Center, 4400 Lochner Rd. SE, Albany, OR 97322. Phone: 541-791-9397, Fax: 541-791-9485 or you may **email** your application packet to: khusk@co.linn.or.us.

Employment applications and Prison Rape Elimination Act Questionnaire may be printed from the Juvenile Department web page at www.linncountyor.gov or may be obtained by visiting the Linn County Juvenile Department in person at; 104 4th St. SW, Room # 200, Albany, OR 97321.

Linn County Juvenile Department is responsible for complying with the federal Prison Rape Elimination Act (PREA 42 U.S.C. 1997). PREA Prohibits the Linn County Juvenile Department from hiring, promoting, or contracting with anyone who has engaged in, been convicted of, or been civilly or administratively adjudicated for engaging in sexual abuse in confinement settings. This standard requires the Linn County Juvenile Department to conduct Criminal background checks, conduct a check of the state's child abuse registry, and make its best effort to contact prior institutional employers to obtain this information.

LINN COUNTY IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER



PRISON RAPE ELIMINATION ACT QUESTIONNAIRE

Applicant Name

* This questionnaire is **REQUIRED** to be completed and submitted **with** your application packet.

1. List any correctional facility, jail, lockup, community confinement, juvenile facility or other institution you have worked or volunteered for.

2. Have you ever engaged in sexual abuse in a prison, jail, lockup, community confinement facility, juvenile facility or other institution (as defined in 42 U.S.C. 1997)

Yes No

3. Have you ever been convicted of engaging or attempting to engage in sexual activity in the community facilitated by force, overt or implied threats of force, or coercion, or if the victim did not consent or was unable to consent or refuse?

Yes No

4. Have you been involved with any incident of sexual harassment?

Yes No

If yes please describe?

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