



RECRUITMENT ANNOUNCEMENT

LANE COUNTY, OREGON

Lane County Human Resources
125 E. 8th Ave, Eugene OR 97401
541-682-3665

Office Hours: 10am – 5pm
Monday through Friday
www.lanecounty.org/jobs

Recorded Job Info: 541-682-4473
jobs@co.lane.or.us

Lane County is an Equal Opportunity Employer and complies with the ADA.

Individuals from diverse cultures are strongly encouraged to consider this career opportunity.

WORKING TITLE/TITLE (JOB CODE)

**Secure Program Supervisor /
Professional/Technical Supervisor (N4004/C43)**

Job Posting #: 209089

Department / Division

Youth Services / Detention

Compensation

\$51,210 – \$76,794 / annually

Exempt or Non-Exempt

Exempt

Hours per Week

40.00

Schedule

Primarily afternoons, evenings and weekends

This position is Non Represented

Opens: September 9, 2009

Closes: Open Until Filled*

Completed application materials must be received in our office by the time and date specified in order to be considered for this position.

Education:

Bachelor's Degree in Psychology, Sociology, Criminal Justice or a related field. Master's Degree preferred.

Experience:

Four years of professional experience managing a Youth Detention Center, including lead or supervisory experience.

Substitution:

An equivalent combination of experience and training that will demonstrate the required knowledge and abilities is qualifying.

Skills in:

Monitoring and evaluating the work of subordinate staff; working effectively with clients, co-workers, employees and supervisors from diverse backgrounds; planning and managing projects; ensuring compliance with applicable policies, procedures, codes, laws and regulations; prioritizing and assigning work; training and coaching employees.

Note:

*This posting is **Open until Filled**, which means it may close at any time without prior notice in order to proceed in the selection processes. Interested individuals are encouraged to submit an application as soon as possible.

Summary of Essential Duties:

Supervises professional and technical staff in a Juvenile Detention Center and provides backup supervisory oversight to evening and weekend programs in the Juvenile Justice Center, including: prioritizing and assigning work; training and mentoring staff; conducting performance evaluations; ensuring policies and procedures are followed; maintaining a healthy and safe working environment; and making disciplinary recommendations. Supervises the day-to-day activities of Detention Unit, which includes administration of a 16 bed secure detention facility that houses high-risk juvenile offenders. Works with other department staff to plan, coordinate, administer, and evaluate programs and projects regarding assessment of risk/need, mental health, suicide risk, learning abilities and skill development. Participates in quality assurance projects addressing processes, procedures, systems, and standards regarding maintaining a safe environment and delivery of effective interventions and ensures compliance with applicable regulations. Provides backup program oversight and support to after hours programs in the Juvenile Justice Center, including Intake Admissions, treatment, vocational and educational programming, community service programming and community use of the premises. Prepares, reviews, interprets, and analyzes policies and procedures regarding detention programming; makes recommendations on policy and procedures to Youth Services Leadership team. Performs a variety of complex, advanced professional and technical work related to the Detention Unit; serves as a technical expert and provides technical direction and problem resolution related to services and activities. Serves as a liaison with employees and external organizations; represents the County and/or Detention at a variety of meetings, public events, training sessions, on committees, and/or other related events. Participates on the Youth Services Leadership Team.

Knowledge of:

Supervisory principles; evidence based decision-making and implementation of best practices in juvenile justice, including advanced principles and practices of cognitive behavioral interventions; strength based strategies and motivational interviewing; Program/project management principles and techniques; Applicable Federal, State, and local laws, rules, ordinances, statutes, and regulations; Public relations principles.

Prequalifying questions:

1. Do you have a Bachelor's Degree in Psychology, Sociology, Criminal Justice or a related field?
 YES NO
2. Do you have four years of professional experience managing a Youth Detention Center, including lead or supervisory experience?
 YES NO

Supplemental questions:

1. List and describe your experience working in the field of Juvenile Justice. Please highlight examples that pertain to your leadership role and management responsibilities.
2. Describe the primary components of effective interventions with juvenile offenders. You may list any references to current research. Describe any training you have received in effective practices in juvenile justice or criminal justice. Describe any projects or work you have participated in regarding the implementation and quality assurance of effective practices.
3. Describe your experience and philosophy regarding hiring, supervising, coaching, evaluating and disciplining employees. Please include information regarding working with labor unions and contracts.
4. Please describe your experience overseeing projects, facilitating involvement of multiple parties in those projects, the completion and the evaluation of those projects.
5. Please describe your understanding and philosophy of what it means to be culturally competent and any trainings you have received in this area.

This announcement is intended as a general descriptive recruitment guide and is subject to change. It may not contain all duties performed nor all the knowledge and abilities required. Furthermore, this announcement does not constitute either an expressed or implied contract.

Based on operational needs, more than one position may be filled from this posting.