



## Greene County Position Description



Position Title: Youth Leader, Detention	Department: Juvenile
Reports to: Juvenile Detention Superintendent	Grade: 71 / 4
Date Reviewed: September 2024	FLSA: Non-Exempt

### Purpose of Position

The purpose of this position is to provide trauma informed care, mentorship, direction, and supervision of youth who are under the care of the Greene County Juvenile Detention facility, while ensuring a safe environment according to applicable laws, rules, and procedures under the direction of Juvenile Detention Superintendent for Greene County.

### Essential Duties and Responsibilities

**The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

Promotes an environment which focuses on tolerance, is free of discrimination and uses a balanced approach when working with youthful offenders and their families.

Ensure a safe environment by modeling and coaching youth in conflict management skills, dispute mediation, and de-escalation strategies.

Provide guidance and leadership to youth encouraging the development of healthy coping skills through group activities and individual engagement.

Provides sight supervision and directs all youth activities including, but not limited to meals, recreation, school, family visits, telephone calls, groups, and other activities.

Monitors residents for safety during any non-sight activities such as personal hygiene.

Maintains logs and paperwork for all visits and interactions according to detention policy.

Monitors youth for risk to do self-harm and adheres to self-harm safety protocols as directed by clinical and/or policy.

Provide assistance with the admittance and release of youth including the exchange and logging of personal property.

Maintains room checks at 15-minute intervals during secure sleeping hours and any other times a youth may be placed on room restrictions.

Establishes contact with parents and other permitted contacts such as schools.

Able to intervene in situations where conflict could result in injury to self, other youth, staff, or visitors using approved de-escalation and restraint techniques.

Transport of juveniles in custody of the detention facility to medical appointments, emergency medical care, and other facilities as may be required.

Monitors and regulates all entrances/exits to the detention facility as well as all other doors of the facility.

Conducts housekeeping activities of secure areas.

Monitors for and initiates action to prohibit contraband from entering the detention facility.

Assists in the orientation and training of new personnel in the policies and procedures of the detention facility

Maintain working knowledge of applicable laws, rules, and regulations regarding juvenile detention.

Continuously engage in training and personal development.

Conduct recreational and multi-disciplinary programming that reflects the interest and needs of various racial and cultural groups with the facility.

Duties and responsibilities may be changed, expanded, reduced, or deleted to meet the business needs of Greene County Family/Juvenile Court.

### **Additional Tasks and Responsibilities**

**While the following tasks are necessary for the work of the unit, they are not an essential part of the purpose of this position and may also be performed by other unit members.**

May prepare statistical and log books for facility statistics.

### **Minimum Training and Experience Required to Perform Essential Job Functions**

High school diploma or equivalent and must be at least 18 years old. A valid motor vehicle operator's license is required.

### **Physical and Mental Abilities Required to Perform Essential Job Functions**

#### **Language Ability and Interpersonal Communication**

Ability to giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times

Knowledge of principles and processes for providing customer and personal services. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.

The ability to communicate information and ideas in speaking so others will understand.

The ability to listen to and understand information and ideas presented through spoken words and sentences.

Ability to communicate effectively with residents, law enforcement personnel, facility visitors, Juvenile Officers, medical care providers, attorneys, psychologists, and residents' families.

### **Mathematical Ability**

Ability to add, subtract, multiply, and divide.

Ability to calculate percentages, fractions, and decimals.

### **Judgment and Situational Reasoning Ability**

Ability to use functional reasoning in performing influence functions such as supervising, managing, leading, teaching, directing, and controlling.

Knowledge of principles, methods, and procedures for diagnosis, treatment, and rehabilitation of physical and mental dysfunctions, and for career counseling and guidance.

Knowledge of human behavior and performance; individual differences in ability, personality, and interests; learning and motivation; psychological research methods; and the assessment and treatment of behavioral and affective disorders.

### **Physical Requirements**

Ability to operate, maneuver, and/or steer equipment and machinery requiring simple but continuous adjustments, such as facility control panel, food preparation equipment, laundry equipment, computer terminal, common custodial tools, and restraint devices.

Ability to exert moderate physical effort in sedentary to light work, typically involving some combination of climbing, balancing, stooping, kneeling, crouching, crawling, lifting, carrying, pushing, and pulling up to 100 lbs. Ability to exert sufficient physical force needed to restrain or subdue individuals who pose a threat to self, staff, other residents or facility.

Ability to recognize and identify degrees of similarities or differences between characteristics of forms, sounds, tastes, odors, and textures associated with job-related objects, materials and tasks.

Ability to work with a team to apply emergency, safety, and physical interventions with youth.

### **Environmental Adaptability**

Ability to work under moderately safe and comfortable conditions where exposure to environmental factors such as violence, irate individuals, intimidation, and disease may cause some discomfort and where there is a risk of injury.

### **Condition of Employment**

Employee will be required to demonstrate continued knowledge of this position's current regulations and requirements. Sustained satisfactory performance is required. Employee must meet the requirements of the full job description as stated throughout the duration of employment with Greene County.

