

**LACKAWANNA COUNTY JUVENILE DETENTION CENTER**

**JUVENILE DETENTION OFFICER**

The purpose of this job is to maintain order and supervise the conduct of the residents at the Lackawanna County Juvenile Detention Center. The detention officer is responsible for the prevention of escape, through physical means if necessary, maintaining discipline, and providing guidance to the residents during their adjustment and stay at the detention center.

**REQUIREMENTS**

- An officer must at least have two years of college or their Act 120 and must be able to pass a criminal background, drug test, and a child clearance check. No officer may start employment until these requirements are met.
- An officer shall be required to be able to work all shifts: 7-3, 3-11, 11-7, weekends and holidays.
- An officer shall go through an initial two week training period with a training officer at which time he will be placed on a probationary period of one year. The officer will then be reviewed for permanent employment.

**GENERAL DESCRIPTION OF DUTIES:**

- Conduct intake interviews and complete daily logs & reports.
- Observe and report any changes in demeanor or personality of any resident and respond quickly and responsibly to all emergency situations.
- Maintain order and apply immediate disciplinary measures assuring the safety of the residents, and their fellow staff.
- General maintenance duties which must be completed on every shift.
- Work in coordination with the juvenile courts, probation office and all other outside agencies and establish a professional and effective work environment with fellow officers, and the general public.
- Implement verbal and written instructions from a supervisor or the director and work within the confidential privileges and rights afforded all residents of the facility.

Interested candidates may apply for the position no later than November 2<sup>nd</sup>, 2010 to:

Human Resources Analyst

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