

LEAD JUVENILE COURT WORKER

DEFINITION

Under direction to provide security, supervision, guidance, and care to children placed in the Dane County Detention Center in a manner which promotes the development of a sense of social responsibility, improved self-concept, and physical well-being; to serve as shift leader and acting supervisor in the absence of the child care supervisor; and to do related work as required.

EXAMPLES OF DUTIES

Provides supervision and guidance to children relating to health, hygiene, and social skills; assists in the development of constructive recreation and education programs; provides input in the development of overall program goals and objectives; counsels with individual youths to assist in their development and transition and observes and evaluates behavior on a day-to-day basis; may perform intake duties and serve as an information source to local agencies; enforces regulations and disciplinary policies related to the security and operation of the facility and program; conducts room and personal searches and carries out related duties to ensure physical safety and facility security; performs housekeeping and cleaning duties and assists in planning, preparing and serving meals; assists in the maintenance of the facility; provides physical control over disturbed, aggressive or resistive youth in order to maintain a safe and secure environment. Assigns work and schedules staff, determines discipline of residents, determines necessity of medical or mental health treatment and arranges transport, serves on-call for emergency situations, evaluates staff performance and makes recommendations to the supervisor; coordinates the detention school program which includes assessment and tutoring, administers AODA assessment for the UW Hospital/Juvenile Court Pilot Project, prepares training materials, policies and procedures for the detention home and juvenile reception center, trains new employees especially in security and emergency procedures, performs daily checks of the facility in regard to physical security.

EMPLOYMENT STANDARDS

Education and Experience: Must have any combination of training and experience equivalent to two years of experience in a juvenile detention center, including at least eighteen months as a Juvenile Court Worker.

Knowledges and Abilities: Ability to be firm and fair in dealing with young people; ability to maintain composure and exercise good judgment, especially in emergency situations; ability to intervene in verbal and physical disputes; ability to demonstrate personal standards that will serve as a good model to young people; ability and willingness to carry out cooking and other household duties; ability to stand for prolonged periods of time. Knowledge of adolescent behaviors; and the ability to relate firmly and fairly to juveniles; must be able to lift up to fifty (50) pounds unassisted and heavier loads with assistance.

Special Requirements: Must be available for all shifts including weekends and holidays. For some positions a valid Wisconsin driver's license may be required and for job related reasons, employment consideration may be restricted to males or females only.