

POSITIONS POSTING

Butler County Court of Common Pleas Juvenile Division

CLASSIFICATION TITLE: Youth Leader

FLSA STATUS	Unclassified, Non-Exempt
DEPARTMENT	Detention & Rehabilitation
REPORTS TO	Shift Leader
EMPLOYMENT STATUS	Full-Time Employee
SALARY	\$29,640- \$31,200 annual
BENEFITS	Eligible

WORK SCHEDULE * 80 hour pay period
Bi-weekly repeating schedule

SAMPLE SHIFTS SHOWN BELOW
Actual workdays for vacant positions may be different, however, off every other weekend for all shifts

* must be available to attend training during other shifts

DAY SHIFT	NIGHT SHIFT
WEEK ONE	WEEK ONE
Monday , Tuesday & Friday 8:00 a.m. – 8:00 p.m.	Monday & Tuesday 8:00 p.m. – 8:00 a.m. Friday 8:00 p.m. – 4:00 a.m.
WEEK TWO	WEEK TWO
Saturday, Sunday & Wednesday 8:00 a.m. – 8:00 p.m. Thursday 12:00 p.m. – 8:00 p.m.	Saturday & Sunday 8:00 p.m. – 8:00 a.m. Wednesday & Thursday 8:00 p.m. – 8:00 a.m.

DISTINGUISHING JOB CHARACTERISTICS

Working directly with youth who are placed at the Juvenile Rehabilitation Center, a 30-bed Community Corrections Facility serving felony level offenders, or the Juvenile Detention Center, a 42-bed temporary holding facility for juveniles who have been charged with offenses and are in need of secure placement pending their case action.

1. Supervising and directing population throughout the daily schedule, ensuring compliance with procedure.
2. Providing security within the facility.
3. Providing safety within the facility.
4. Maintaining internal communications (ie. log, Progress Notes, Incident reports) in a legible and informative manner.
5. Fostering a productive work environment through positive communication with staff, residents and Supervisor.
6. Maintaining the facility to ensure that it remains clean and orderly.
7. Providing programming needs of the facility.

Other tasks as directed by supervisory staff.

MINIMUM QUALIFICATIONS

High School Diploma with correctional experience or Bachelor's Degree with relevant experience
Ability to apply physical response when critical incident requires
Prompt and regular attendance
Ability to maintain confidentiality
Satisfactory criminal/traffic background checks
Valid Ohio driver's license and properly insured to operate a motor vehicle

A letter of interest or resume must be submitted to Butler County Juvenile Court, Attn: Tim Myers, 280 N. Fair Avenue, Hamilton, OH 45011. This information may also be faxed to 513-887-5592. An application may be picked up at the Receptionist's window of the Juvenile Court.

Butler County is an Equal Opportunity Employer

Pursuant to the Americans with Disabilities Act of 1993, Butler County will consider all qualified applicants for employment, including persons with disabilities. The applicant must be able to perform the essential functions of this job with or without reasonable accommodation. Upon the request of any qualified applicant, Butler County Microfilm Board will evaluate any reasonable accommodation that may be needed to enable a disabled person to participate in the application process or perform these essential duties. Any request for such an accommodation must be made at the time that the interview or other job-selection procedure is scheduled.