

5/15/2020

NOTICE OF OPEN POSITION

DEPARTMENT: Madison County Youth Center
SECURE DETENTION UNIT

POSITION: Juvenile Detention Officer

STATUS: Part-Time (with Full-Time potential)

FLSA STATUS: Non – Exempt

JOB CATEGORY: PAT (Professional/Administrative/Technological)

JOB DESCRIPTION: Supervises daily activities and attends to the daily needs of female residents. Implements program design and behavior management system. Works as a team member to accomplish daily unit business. Completes required paperwork, as needed. Communicates and collaborates with other service providers and agency personnel.

Maintain security of the MCYC campus through the use of cameras, monitoring all persons who enter the campus during non-business hours; monitoring all persons entering the Administration and Secure Detention areas; and through random patrols of the interior of buildings and exterior of campus. Must be able to respond quickly to emergency calls. Must be proficient in performing various duties as assigned.

JOB REQUIREMENTS: Requires a staff that has the desire and ability to work effectively with youth in a secure setting. Candidates should possess a working knowledge of the juvenile justice system and child development and the ability to work professionally and productively as part of a team.

WORK SCHEDULE: Shift may vary; includes nights and weekends

Applications should be submitted to:

Madison County Youth Center ATTN: Amber Phillips, 3420 Mounds Road, Anderson, IN 46017
or aphillips@madisoncounty.in.gov

Applications can be accessed through the Madison County Website or the link below
https://www.madisoncounty.in.gov/assets/ysc_employment_app_rev012017.pdf

Once completed, please save your application as a PDF and send it as an attachment in an email.

Madison County Youth Center is an Equal Opportunity Employer
Madison County Youth Center participates in E-Verify