

State of Georgia Job Description

Job Family: Law Enforcement
Job Code: PSP224
Job Title: Juvenile Correctional LT
Functional Level: Professional Law Enforcement (PLE)
Pay Plan: Law Enforcement Salary Plan (LAW)
Grade: LI
Salary Range: \$45,405.27 - \$58,853.11 - \$72,300.95

Job Summary:

Positively impact the lives of youth in the care of the Department of Juvenile Justice through the collaborative creation and maintenance of a safe, therapeutic, and educational environment in facilities. Provide support, guidance, and structure for our detained youth by modeling, encouraging, and reinforcing pro-social behaviors to include patience, empathy, cooperation, professionalism, and respect. Supervises, guides and/or instructs the work assignments of subordinate staff. Performs as shift supervisor of a unit or program.

Primary Duties & Responsibilities:

- Assumes responsibility for the custody, security, and care of youth through adherence to policies and standard operating procedures governing the Georgia Department of Juvenile Justice.
- Maintains order and discipline by intervening with youth through active supervision and controlling inappropriate youth behavior to maintain a safe and secure environment.
- Ensures the provision of direct support, guidance, and structure for detained youth with an emphasis on safety, personal conduct, care, and rehabilitation.
- Supervises and plans work of assigned staff.
- Completes administrative paperwork, the preparation and maintenance of records, forms and reports.
- Develops work and security procedures.
- Supervises contraband searches and inspections, inventories, maintains physical control of logs, keys, tools, weapons, and related equipment.
- Maintains knowledge of, complies with, and enforces all facility policies, rules, procedures, and regulations.
- Provides support in training, selecting, and orienting subordinate staff.
- Reads and reviews youth information to identify issues that require special attention.

Entry Qualifications:

High school diploma/GED and one (1) year of experience as a Juvenile Correctional Officer Sergeant (PSP223) or equivalent; or two (2) years of military experience at E-5 or higher. Must possess and maintain State of Georgia P.O.S.T. certification within the first six (6) months of employment.

Preferred Qualifications:

In addition to Entry Qualifications, Preferred Qualifications may be added by the agency.

NOTE:

The above job description represents the general nature, primary duties and responsibilities, and qualifications for the work performed by employees within this job, but is not a comprehensive and exhaustive list. Employees may be required to perform other duties as assigned, and specific duties, responsibilities, and activities within the core nature of the job may change at any time with or without notice. Employees must be able to perform the essential functions of the job, as specified by the employing entity, with or without reasonable accommodation.