

## **Job Summary – Juvenile Corrections Officer**

### **Work Hours:**

- 84 hours per bi-weekly pay period
- Day shift: 6am – 6pm & Night shift 6pm – 6am
- 12-hour shifts
- Every other weekend off
- All staff rotates from days to nights & vise-versa, every 14 weeks
- Sample schedule:

Sunday:	6a – 6p
Monday:	off
Tuesday:	off
Wednesday:	6a – 6p
Thursday:	6a – 6p
Friday:	off
Saturday:	off
Sunday:	off
Monday:	6a – 6p
Tuesday:	6a – 6p
Wednesday:	off
Thursday:	off
Friday:	6a – 6p
Saturday:	6a – 6p

### **Duties:**

- Ensures the safety & security of detention residents
- Provides direct supervision
- Thoroughly documents resident behavior
- Processes resident intakes & releases
- Patrols housing areas (completes 15-minute surveillance checks)
- Escorts residents throughout the building
- Maintains facility cleanliness
- Collects toxicology specimens
- Conducts welfare checks on new residents to ensure they are not injured
- Searches residents by completing a “pat down” search
- Uses general communication, computer and writing skills

### **Pay/Benefits:**

- Starting rate \$21.84 per hour
- Overtime and holiday pay applicable
- 24 hours personal time per year, vacation time after one year of service, sick time
- Ohio Public Employee Retirement System
- Medical Mutual of Ohio - medical and prescription coverage
- Dental, vision, life, accident, short-term & long-term disability
- 457(b) deferred compensation plans
- Uniforms provided