

DESCRIPTION: Under general supervision, provides residential care, custody and supervision of youth located at a 24-hour state facility/ward; provides structured therapeutic activities and assists youth according to their individual treatment plan; maintains a secure, safe and clean environment and implements safety protocols; performs related work as assigned.

DISTINGUISHING CHARACTERISTICS: (A position is assigned to this class based on the scope and level of work performed as outlined below.)

This is the second classification level of three in the Youth Security Specialist class series. Positions at this level work at full performance providing residential care, structured therapeutic activities and supervision of youth located at a 24-hour state facility/ward. Positions allocated to the Youth Security Specialist I class provide custody and supervision primarily during the overnight hours. The Youth Security Supervisor has full supervisory responsibilities for a staff classified to lower levels of the series.

Positions allocated to the Youth Counselor class series perform treatment planning, coordination and counseling of youth.

EXAMPLES OF WORK: (A position may not be assigned all the duties listed, nor do these examples include all the duties that may be assigned.)

Supervises individual youth or small groups in work and recreational activities, monitors, documents and reports on performance.

Provides youth care as identified in their individual treatment plan providing ongoing assessment and input for treatment planning activities. Assists with rehabilitative treatment practiced at the facility.

Involves youth in programming and activities to expand their social, educational, recreational and/or leisure skills. Assists with structured therapeutic groups and/or classes.

Observes and records daily behavior and progress of residents.

Participates in staff meetings and treatment planning sessions and contributes to the evaluation of youth. Participates in youth admission and discharge planning activities.

Controls the movement of assigned residents to and from their living quarters for school and recreational activities, dining room, work detail and off campus appointments.

Monitors the safety and security of youth through enforcement of facility security policies and procedures. Utilizes learned safety techniques as necessary.

Responds to crisis situations, including runaways and sleep disturbances with individual residents.

Responds to facility emergencies (tornado warnings, fire alarms, bomb threats) and follows necessary, pre-established emergency procedures.

Regularly inspects the living quarters for maintenance and cleanliness and takes action to correct deficiencies. Conducts safety checks and contraband searches.

Provides orientation and instruction to youth on program procedures and guidelines. Ensures youth observe and adhere to facility rules and procedures.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED: (These are needed to perform the work assigned.)

Knowledge of: principles and practices of group and family systems theory; behavioral prevention and intervention techniques; adolescent growth and development; individual counseling theory and practice; adolescent sexuality; recreational theory and practice; first aid; basic sanitation and personal hygiene; basic counseling and crisis intervention techniques; behavioral prevention and intervention techniques.

Skill in: organizing and prioritizing one's own work; communicating to relay information to staff, management, industry professionals and family members/guardians; communicating with youth in a way that reinforces feelings of self-worth; listening to and understanding information received; providing learning experiences to enhance insight and growth of youth; being aware of others' actions and reactions; persuading others to change their minds or behaviors; bringing others together to reconcile differences.

Ability to: learn and apply facility policies, rules and regulations; learn and understand social and legal issues in child welfare; learn and apply security measures; intervene in crisis situations while maintaining the safety of youth and staff; perform housekeeping and maintenance duties in accordance with health standards; develop and maintain purposeful relationships with youth; plan, organize and participate in a variety of recreational or vocational activities; observe, assess and document adolescent behavior; work in a team setting to implement residential programs and develop and implement individual growth plans; lift, push, pull or bend to assist youth in meeting their needs and maintaining safety.

MINIMUM QUALIFICATIONS: (Applicants will be screened for possession of the qualifications. Applicants who need accommodation in the selection process should request this in advance.)

Must be at least 21 years of age and possess a high school diploma or equivalent education.

SPECIAL NOTES:

Employees in this class may be required to work rotating shifts.

Positions in this class may require an employee to possess a valid driver's license and provide a passenger vehicle with adequate liability insurance, or the ability to provide independent authorized transportation.

State agencies are responsible to evaluate each of their positions to determine their individual overtime eligibility status as required by the Fair Labor Standards Act (FLSA).