



COUNTY OF SHASTA  
INVITES APPLICATIONS FOR THE POSITION OF

# JUVENILE DETENTION OFFICER III

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THE CURRENT VACANCY IS IN THE  
SHASTA COUNTY PROBATION DEPARTMENT

ORAL EXAM IS TENTATIVELY SCHEDULED FOR APRIL 2025

SEE "SPECIAL REQUIREMENT" SECTION REGARDING  
POSSESSION OF A VALID CALIFORNIA DRIVER'S LICENSE

RESPONSES TO SUPPLEMENTAL QUESTIONS REQUIRED

FINAL FILING DATE: APRIL 9, 2025 AT 12:00 PM

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## SALARY INFORMATION

\$4,891 - \$6,242 APPROXIMATE MONTHLY / \$28.22 - \$36.01 APPROXIMATE HOURLY

**\*Please refer to the appropriate Bargaining Unit Memorandum of Understanding for potential future salary increases\*** Please visit <https://www.shastacounty.gov/personnel/page/labor-agreements-mous>.

## ABOUT SHASTA COUNTY

Shasta County offers all of the amenities of the big city while retaining a comfortable small town atmosphere. With its natural beauty, affordable housing, excellent educational system, abundance of recreational opportunities, and excellent quality of life, Shasta County is a great place to live, work, and raise a family.

## ABOUT THE DEPARTMENT

The Probation Department conducts pre-sentence investigations, prepares pre-sentence reports, and makes placement recommendations for juveniles and adults accused of felonies. Following sentencing, the department monitors all individuals given terms of probation. The major divisions and "core" functions of the department are adult and juvenile intake, and adult and juvenile supervision.

The Shasta County Juvenile Rehabilitation Facility (JRF) is a 24-hour secure detention facility administered by the Probation Department. The JRF is responsible for the care, custody, and control of youth and transitional aged youth up to twenty-five years of age. Our mission is accomplished by ensuring staff serve as role models and project an appearance, attitude and behavior which creates an atmosphere conducive to positive change,

and by working closely with our community partners to deliver research driven programs targeting the individual needs of our population.

## **ABOUT THE POSITION**

Under minimal supervision, to supervise, train, and assist in providing for the counseling, care, welfare, and custody of juveniles and transitional aged youth at the Juvenile Rehabilitation Facility and promote rehabilitation of residents through evidence- or research-based practices; and to perform related work as required.

**SPECIAL NOTE: An individual will be required to pass a background investigation relevant to working in a law enforcement office or facility prior to be hired.**

## **DISTINGUISHING CHARACTERISTICS**

The Juvenile Detention Officer III is the advanced journey level Peace Officer position within this classification series. This classification is distinguished from the Juvenile Detention Officer I/II by the demonstrated ability of an incumbent to perform the more complex and difficult assignments that require greater skill, abilities, or professional judgment and a broader knowledge of departmental policies and procedures, serving as a Lead staff member, and having the additional responsibility of serving as Officer in Charge in the supervisor's absence.

## **EXAMPLES OF DUTIES**

Trains new staff; acts as lead worker for grants and special programs; updates policies and Post orders; conducts and assists with high risk transports; plans, organizes and supervises programs for residents, including such activities as housekeeping chores, personal hygiene, meals, prosocial activities and recreational activities; conducts individual, group and family discussions to promote rehabilitation and reduce recidivism through the use of evidence- or research-based practices; assists residents to gain insight into themselves and their relationships with others; models prosocial behavior; provides coaching and mentoring; maintains effective discipline and instructs in acceptable behavior and pro-social activities and communication; maintains visual surveillance and follows prescribed security measures; takes proper action for non-cooperating residents; maintains necessary logs, records, and reports; admits and releases residents upon proper authority; communicates with parents/guardians, probation officers, law enforcement, and other individuals as required; explains the purposes and procedures of the facility; remains alert for potential problems and takes measures to reduce tensions and avoid possible violence; assigned to the Juvenile Rehabilitation Facility; designated to handle supervisory responsibilities in the supervisor's absence; and is available to work all shifts.

## **QUALIFICATIONS**

**It is the responsibility of applicants to identify in their application materials how they meet the minimum qualifications listed below.**

Any combination of education and experience sufficient to directly demonstrate possession and application of the following:

**Knowledge of:** Factors which influence human behavior; delinquency and criminogenic needs; good physical and mental health and hygiene; pro-social behavior and evidence-based practices/interventions.

**Ability to:** Learn and apply the practices, procedures, and interventions of evidenced-based or research based practices including Motivational Interviewing techniques and core correctional practices used in detention and custody of youth; respond constructively to behavior problems and gain the cooperation of residents; demonstrate positive role modeling; respond calmly and appropriately to emergency and crisis situations; plan and direct a group of residents in work, meal, education, and leisure time activities; learn to anticipate and prevent acts of violence to persons and property; learn applicable medical terminology and to deliver medications; write clear and concise log entries and reports; follow oral and written directions; establish and maintain cooperative working relationships with those contacted in the course of work; demonstrate effective judgment; maintain a professional demeanor.

## **MINIMUM QUALIFICATIONS**

Two years of experience comparable to that of a [Juvenile Detention Officer II](#) with Shasta County **AND** successful completion of the basic Juvenile Corrections Officer Core training **AND** a POST approved PC 832 training, **OR** two years of equivalent experience as a Juvenile Detention Officer II in other California law enforcement agencies.

## **SPECIAL REQUIREMENTS**

- Applicants must possess a valid California driver's license.
- An individual with a felony conviction may not be employed in this classification.
- Applicants must demonstrate an aptitude and willingness to perform those duties as described above, which may include the willingness to physically intervene with out-of-control youth to protect self, other staff, and other residents.
- Physical agility and endurance requirements established by the Board of State and Community Corrections must be met.
- Completion of First Aid and CPR training are desirable.
- An individual will be required to pass a background investigation relevant to working as a peace officer in a law enforcement office or facility prior to being hired, including psychological and polygraph examinations.

## **SUPPLEMENTAL QUESTIONS**

Responses to the following must be submitted with a completed application.

1. Do you have two (2) or more years' experience as a [Juvenile Detention Officer II](#)? Yes/No
2. If yes, please provide with what County/Agency and dates of employment. If no, please type "N/A".
3. Have you successfully completed the basic Juvenile Corrections Officer Core training and POST approved PC832 training? Yes/No. If yes, please attach your certificates of completion.
4. I acknowledge that this position requires a valid California driver's license. Yes/No

## **PHYSICAL DEMANDS AND WORK ENVIRONMENT**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk; hear; stand; walk; sit; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear; and taste or smell. Persons working in this position must be willing to physically intervene with out-of-control residents to protect self, other staff, and other residents. The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works outside in various weather conditions. The noise level in the work environment is usually moderate.

## **OTHER CONSIDERATIONS**

- All new employees are required to have their paycheck directly deposited to a bank account.
- Some positions may require a valid California driver's license and acceptable driving record according to County policy.
- Reasonable accommodations may be made for those persons who are disabled under the Americans with Disabilities Act to perform the essential functions of the position.
- As part of the selection process, all individuals provided with a preliminary offer of employment with Shasta County will be subject to a background investigation, including a criminal history check (primarily completed through the taking of fingerprints). An image of your fingerprints will be captured and sent to the California Department of Justice (DOJ) and the Federal Bureau of Investigation (FBI). The resulting report of your conviction history, (if any), will be evaluated along with the other information received in connection with your application. Except as otherwise required by law, a criminal conviction will not necessarily disqualify you from the position. The nature of the offense, the date of the offense, the surrounding circumstances, and the relevance of the offense to the position applied for may, however, be considered.
- Based on the results of the background investigation and criminal history check, applicants may then be provided with an offer of employment conditioned on the results of a medical examination, which includes drug/alcohol testing.
- Shasta County participates in E-Verify. For more information visit [https://www.e-verify.gov/sites/default/files/everify/posters/IER\\_RighttoWorkPoster.pdf](https://www.e-verify.gov/sites/default/files/everify/posters/IER_RighttoWorkPoster.pdf). If you do not have internet access, contact Personnel at (530) 225-5515 to request a flier.
- In accordance with Government Code Section 3100, County employees, in the event of a disaster are considered disaster workers and may be asked to respond accordingly.
- Positions in this classification are covered by a collective bargaining agreement between the County and the Professional Peace Officers Association (PPOA).
- Employees in this classification are covered under the CalPERS retirement program. Please visit <https://www.shastacounty.gov/personnel/page/employee-benefits> for additional information regarding benefits and CalPERS coverage information.

## **APPLICATION & SELECTION PROCEDURES**

Shasta County Personnel will accept applications and responses to the supplemental questions until 12:00p.m., on April 9, 2025. A Resume and/or Cover Letter will be accepted in addition to the application form but will not serve as a substitute for a completed application. ***It is not acceptable to complete the application with statements such as, "Refer to Resume and/or Cover Letter," or "See Attached Resume and/or Cover Letter" the employment application must be completed in its entirety prior to submission. Incomplete applications will not be processed.*** Closing date postmarks or faxes will **NOT** be accepted. This recruitment will establish a list that may or may not be used by other departments. Prior applicants must reapply to be considered.

Applicants will be screened and those considered best qualified will be invited to appear for an oral and/or written examination. Meeting the announced requirements does not guarantee inclusion into the selection process. Depending upon the number of applications received, the selection process may consist of additional application screening, written and/or practical exam(s), oral interview, or any combination thereof.

**Veterans' Credit:** Veterans (as defined by California Government Code section 18973) who have been discharged from military service under conditions other than dishonorable and who receive a passing score on all components of the employment examinations (up to and including oral examinations) shall receive credit for an additional five points to be added to their final examination score. To be considered for this credit, a veteran **MUST** provide a copy of his or her discharge document (DD-214 or equivalent) and information as to the type of discharge (honorable, dishonorable, etc.) **WITH THE EMPLOYMENT APPLICATION ON OR BEFORE THE FINAL FILING DATE.**

Applicants are encouraged to apply on-line at [www.ShastaCountyCareers.com](http://www.ShastaCountyCareers.com) or submit an application to the Shasta County Personnel Office.

Arrangements may be made to accommodate applicants with disabilities. Requests for accommodations may be made to the Shasta County Personnel Office by the filing deadline posted on this bulletin. Shasta County does not discriminate on the basis of disability. If you feel you are being denied service based on a disability, our ADA Coordinator may be reached at (530) 225-5515; relay service (800) 735-2922; fax (530) 225-5345.



**SHASTA COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER**

Shasta County Personnel

1450 Court Street, Suite 348; Redding, CA 96001; (530) 225-5515