



## POSITION AVAILABLE:

### Juvenile Detention Officer - Part-Time

POSTING DATE: Wednesday, December 22, 2021  
DEADLINE TO APPLY: Open until filled  
DEPARTMENT: Juvenile Detention Center  
LOCATION: 8000 Infirmary Rd. Ravenna, OH  
STARTING SALARY: \$14.43/hour  
FLSA STATUS: Non-exempt

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#### MINIMUM QUALIFICATIONS:

High School Diploma and one (1) year work experience. Preferred: Bachelor's degree in Corrections, Criminal Justice, Social Work, Psychology, Sociology, Recreation. Preferred: work experience in secure institution or residential setting with adolescents. Must have a valid Ohio driver's license with no more than three moving violations within the past three years.

#### EXAMPLE OF DUTIES:

Employee is responsible for managing, directing, and controlling the behavior of residents in compliance with work rules and guidelines. Supervising residents and monitoring behavior. Instructing, directing, and orientating residents regarding Center policies. Providing Life Space Counseling for individuals and the group. Supervising personal hygiene and general housekeeping. Completing and maintaining daily logs, reports of incidents, Department of Youth Services evaluations, and behavior management reports. Maintaining accurate counts of all assigned residents. Investigating and reporting findings of problems of residents to ensure the well-being and security of the residents. Other duties as assigned.

Ability to communicate effectively, both orally and in writing. Knowledge of the Ohio Revised Code, juvenile laws, and intake and release procedures. Ability to respond to crisis situations. Knowledge of behavior management skills. Ability to function in stressful situations. Knowledge of restraint and search procedures. Knowledge of problem resolution skills. Knowledge of counseling skills. Knowledge of self-defense procedures. Knowledge of first aid and CPR.

For full job description, click [HERE](#).

#### HOW TO APPLY:

- THE COUNTY APPLICATION FORM IS REQUIRED WHEN APPLYING FOR THIS POSITION.
- APPLICATIONS CAN BE DOWNLOADED FROM THE COUNTY WEBSITE: <https://www.portagecounty-oh.gov/human-resources/pages/job-opportunities>
- MAIL OR EMAIL THE REQUIRED COUNTY APPLICATION, RESUME & COVER LETTER TO:  
PORTAGE-GEAGUA JUVENILE DETENTION CENTER  
ATTN: SUPERINTENDENT  
8000 INFIRMARY RD.  
RAVENNA, OH 44266  
EMAIL: [JDC-HR@PORTAGECO.COM](mailto:JDC-HR@PORTAGECO.COM)

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