13th Judicial Circuit Court

Robert L. Perry Juvenile Justice Center



Detention Aide I

Starting wage is $15.90 an hour or $33,072.00 annually with the potential of a pay increase after a 6-month successful probationary period. We offer a $2.00 shift differential for positions that work evenings and nights.

Basic Functions and Responsibilities:

We are looking for energetic people to work in the direct care and supervision of juveniles placed within a detention facility. An employee in this position is responsible for the safety, personal conduct, care and supervision of juveniles during a work shift. The employee is expected to exercise limited judgement and discretion in the performance of duties in accordance with detention policies and procedures.

This position requires availability to work overnights. We will provide all the training you need to be successful.

As a Missouri State Paid Employee, you will have the following benefits:

- Health Insurance
- Dental Insurance
- Vision Insurance
- Life Insurance
- Missouri State Retirement System (MOSERS)
- Deferred Compensation match up to $75/month
- Cafeteria Plan
- Paid Time Off
- 14 Paid Holidays per year

Characteristic Duties:

(Any one position may not include all of the duties listed, nor do the examples cover all of the duties that may be performed.)

- Serve as a youth supervisor, with responsibility for the safety, personal conduct and care of juvenile during a shift.
- Records and tracks medication provided to the juveniles in detention.
- Coordinates and supervises juvenile work assignment and recreation activities.
- Provides information regarding juvenile's progress to visiting parents or guardians, as requested.
- Implement detention center programming.

- Manage youth who exhibit moderate to high risk behaviors including, but not limited to, chemical dependency, mental illness, trauma, mental health disabilities, physical disabilities, sex offenses, SOGIE, physical ailments, medical needs, language, and cultural differences.
- Entry of required data into Missouri's electronic data collection system.
- Performs intake assessments and processing of in-custody juveniles.
- Advises the juveniles of their rights while in detention.
- Provide secure and safe transportation of juveniles to court or other approved activity.
- Provide drug testing of juvenile's when required.
- Performs other related work as assigned.

Knowledge, Skills and Abilities:

(This job description does not include specific physical requirement necessary to perform the job, such as carrying, standing, and lifting. Such requirements vary from position to position and may be determined by appointing authority.)

- Basic knowledge of the statutory rights of juveniles.
- Basic practical knowledge of individual and group behavior.
- Basic practical knowledge of child development and the role of the family.
- Ability to log reports regarding the activities of juveniles during a shift.
- Ability to perform basic housekeeping functions during a shift such as laundry, cleaning or supervising the cleaning of rooms and restrooms, and cooking for detention facility juveniles.
- Ability to resolve conflicts by de-escalation techniques and to restrain juveniles, including the use of physical force if necessary.
- Ability to work with juveniles in an understanding and empathetic manner.
- Ability to foster cooperation of juveniles during detention.
- Ability to supervise and participate in physical education activities.
- Ability to communicate effectively with juveniles, their family member and other Juvenile Office and Court Staff, and explain the progress of the juvenile.
- Ability to learn crisis intervention techniques and emergency treatment procedures.
- Knowledge of the Prison Rape Elimination Act (PREA) requirements.

Minimum Qualifications:

(The following represents the minimum education and experience that will be used to determine qualifications of applicants, provided equivalent substitution will be permitted in case of deficiencies of either experience or education. Education above the minimum stated may be substituted on a year for year basis for the required general experience; experience above the minimum stated may be substituted on a year for year basis for the required education.)

- High school education, GED, or equivalent with one year of pervious experience in the direct care and interaction with children such as YMCA, day care, schools, recreational facilities, or residential care programs.
- Must be 21 years old.
- Must be free from all illegal drugs.
- Must have a clean background check.

To Apply:

Applications are available electronically at:

http://www.courts.mo.gov/hosted/circuit13/other/jobs.htm

OR

In person at the Robert L. Perry Juvenile Justice Center, 5665 N. Roger I Wilson Memorial Drive, Columbia, Missouri 65202.

Completed application may be submitted electronically in PDF format to BNE-Jobs-JJC@courts.mo.gov or returned to the Robert L. Perry Juvenile Justice Center.

Application will be received until all positions are filled.

An Equal Opportunity Employer