



## **Part-Time Youth Attendant Position Available**

### **Description**

A Part-Time Youth Attendant shall provide supervision for all residents of the Dearborn County Juvenile Center by providing direct care and program services on his/her designated shift. The Part-Time Youth Attendant shall ensure that the Juvenile Center operates according to policy and procedure and is subject to the direction of the Shift Supervisor. The individual must be willing to work a variety of shifts, including weekends, overnights and holidays. The pay rate for a Part-Time Youth Attendant is \$12.00 per hour.

### **Requirements**

- Must be a United States citizen
- Must pass a physical examination
- Must be at least 21 years of age
- Must pass a mandatory drug test
- Must have a high school diploma or equivalent
- Must have a valid driver's license
- Must not have a criminal record

### **Responsibilities**

- Maintain security of the facility
- Attend staff meetings and meet all training requirements
- Supervise juveniles with cleaning duties
- Provide behavior management of juveniles
- Oversee admission/release of juveniles
- Conduct room/facility searches as required
- Observe and record behaviors and activities
- Conduct 15 minute room checks of juveniles as necessary
- Transport juveniles to court and other appointments
- Physically restrain and secure disruptive/violent youth
- Maintain communication with other staff members, probation officers, caseworkers, law enforcement and juveniles' families

Applications may be obtained from the Dearborn County Juvenile Center or the Human Resources Director, Suellen Cauble, at the Dearborn County Administration Building. Applications will be accepted at the Dearborn County Juvenile Center or Human Resources