



STATE OF ILLINOIS

17th Judicial Circuit Winnebago-Boone Counties

Debbie L. Jarvis
Director, Department of Court Services

POSITION ANNOUNCEMENT SENIOR JUVENILE DETENTION OFFICER

Department Posting Date: 10-27-2022
Court Services Department – Detention Center Division Closing Date: Until Filled

Job Title Hours: 24-Hour Operation
SENIOR JUVENILE DETENTION OFFICER Hours to Be Discussed

Job Responsibilities

- Along with the Detention Supervisor, Deputy Director, and/or the Assistant Deputy Director, participates in staffings where detention operations are clarified and/or refined in comparison with previously stated or written goals and objectives.
- In areas where the Senior Detention Officer has professional competency, assists the Detention Supervisor and/or the Assistant Deputy Director in training staff. Further assists in training and development by recommending and/or procuring qualified trainers for various facets of the detention officer position.
- If called upon, will provide information to the Detention Supervisors and/or the Assistant Deputy Director for use in the annual employee evaluation process and other personnel related issues.
- Assists in maintaining the physical facility including but not limited to passing out supplies, maintaining accurate inventories, and directing maintenance activities.
- Participates, supervises, or assigns personnel in transporting juveniles to and from court or outside appointments; accepting and/or releasing juveniles from detention; and maintaining and/or supervising detention programming and activities.
- Attends, participates, and assists in staff meetings and seminars.
- Assists in the preparation of reports; responsible for ensuring that staff write court reports or other documents deemed necessary during their scheduled shift.
- Performs other duties as required or assigned by the Deputy Director, Assistant Deputy Director, or Detention Supervisor.
- Requires the ability to understand the special problems of offenders lodged in the Detention Center.
- Requires the ability to apply and adhere to applicable laws contained in the *Illinois Revised Statutes* and the Illinois Detention Standards.
- Requires the ability to interview, evaluate information, and make reasonable decisions.
- Requires flexibility in relating to people involved in a variety of life styles.
- Requires the ability to maintain accurate records and files.
- Requires patience and the ability to cope with stressful situations.
- Requires the ability to perform all of the functions of a Detention Officer.



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Location

JUVENILE DETENTION CENTER
5350 Northrock Drive
Rockford, IL 61103

Salary

\$49,459 - \$66,770

Job Requirements

- All of the requirements of a Full-Time Juvenile Detention Officer.
- One year of professional experience as a Detention Officer in the Winnebago County Court Services Department.
- Receipt of superior performance rating in the most recent annual employee evaluation that took place prior to applying for promotion.

Send Resume to:

Julie McCray-Grotto, Superintendent
Juvenile Detention Center
5350 Northrock Drive
Rockford, IL 61103
JMcCray-Grotto@17thcircuit.illinoiscourts.gov