



Guadalupe County Juvenile Services

Main Office: 2613 North Guadalupe St.
Seguin, Texas 78155
ph. (830) 303-1274

Satellite Office: 1101 Elbel, ste. #3
Schertz, Texas 78154
ph. (210) 659-9075

In compliance with the Guadalupe County Personnel Policy, it is mandatory that Department Heads post this notice for five (5) working days beginning Monday, April 12, 2021.

EMPLOYMENT NOTICE

Guadalupe County Juvenile Services is currently seeking applicants for a

Juvenile Supervision Officer Team Leader

SUMMARY OF DUTIES

The JSO Team Leader leads and empowers JSO staff in the protection of youth being detained in the Guadalupe County Juvenile Detention Center residential facility. This position reports directly to the Deputy Chief of Residential Services. The JSO Team Leader maintains a high level of juvenile justice knowledge, and enforces all detention policies and regulations. Maintains required qualifications of a JSO as listed in the Texas Administrative Code, Chapter 343, and advises Facility Administrator immediately of any status changes. Maintains safety and security at all times and participates as a Safety Team member. The JSO Team Leader is the designee of the facility in the absence of the Detention Manager and Facility Administrator. Admits youth to the facility and makes appropriate room assignments based on proper authority and in accordance with current standards. Conducts JCMS intakes and releases while properly completing, maintaining, and filing all forms and logs required by policies and regulations. Directs JSO staff for proper performance, delegates tasks, coaches, and conducts evaluations. Acts as a mentor for youth residents, and role models positive adult behavior. The JSO Team Leader also assists with medication and sick calls under the guidance of the Medical Service Coordinator, assists with the coordination of transports, is assigned to control and inventory food supplies and hazardous materials while managing the programming for residents and oversight of the cleanliness of facility not maintained by residents, and assists Facility Management with administrative functions to include audits. The JSO Team Leader maintains proficiency and certification through regular attendance at training sessions, workshops, and professional meetings and assists with in-house trainings, maintains professional attitude, dress, and demeanor at all times, contributes to the development of staff unity through professional courtesy, consideration, and communication with colleagues at all times and performs other related tasks as directed by Facility Management. A minimum of two years' experience as a Juvenile Supervision Officer with a Juvenile Justice agency or equivalent experience is preferred. Handle with Care, Trauma Informed Care, CPR-First Aid, and Facility Suicide Prevention are training requirements. Supervisory experience is preferred. Juvenile Supervision Officer Certification and a valid state driver's license are required. ***Rate of pay is \$22.12 per hour.***

Please submit a current resume and application to Guadalupe County Juvenile Services, attn.: Herlinda Rangel, 2613 N. Guadalupe Street, Seguin Texas 78155. Applications may be downloaded from www.co.guadalupe.tx.us or obtained from the Guadalupe County Human Resources Office located at 211 W. Court, Seguin Texas. Guadalupe County does not discriminate on the basis of race, color, national origin, sex, religion, age, handicapped status in employment or the provision of services.

Shelly Cameron
Deputy Chief of Residential Services
Guadalupe County Juvenile Services