

Youth Services Officer
Bargaining Unit: H
Salary Range: 60.9 (\$4,765 - \$5,695 /mo.)

Definition:

Under direction, to be responsible for the supervision, health and welfare of youth in a controlled group setting under the jurisdiction of the Probation Department; and to do related work as required.

The Youth Services Officer is the entry level within the Youth Services Officer classification series. This position is distinguished from Senior Youth Services Officer, which is the supervisory level classification in the Youth Services Officer series. Incumbents are given on-the-job training in the security, custody, care and counseling of youth. Work is performed in accordance with established rules and procedures and is reviewed by a superior through personal observation.

As incumbents grow in experience, they perform under general direction in performing a full workload of duties and responsibilities and assist in training of new employees. Incumbents are expected to implement the department's youth facility treatment model including trauma informed care, crisis intervention, evidence-based and best practice models, and the recognition of youth disabilities and mental health issues.

This job classification requires the applicant to be willing to work any shift of a 24-hour period, 80 hours in a two-week pay period, and work in outlying County areas.

Essential Functions:

- Counsels youth regarding individual and family, personal, social or other behavioral issues or concerns;
- Recognizes youth disabilities, reports observations, and seeks and implements appropriate services;
- Provides orientation to explain the purpose, rules and program elements of the facility;
- Supervises the health and personal hygiene needs and the youth's conduct in group living situations and may supervise youth in the maintenance of the institution, facility grounds, and gardens;
- Plans, organizes and oversees group activities and work assignments in custodial and noncustodial settings;
- Interviews youth to obtain information and maintains a trauma informed approach to youth interactions;

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- Promotes, models, and oversees pro-social behaviors and programs;
- Facilitates evidence-based and best practice programs, assessments, and interventions;
- Transports youth to various facilities, to and from court and other locations outside the facilities as instructed;
- De-escalates volatile situations with youth;
- May physically intervene in altercations among youth when reasonable and necessary and responds to other situations within the facilities;
- Restrains individuals for the purpose of arrest and/or detention;
- Maintains the security of assigned areas; operates security doors and gates, ensures only authorized visitors visit-detained youth, and searches all incoming packages for youth;
- Collects, records, inventories, maintains and releases all private property of detained youth;
- Coordinates work details; assigns and collects tools and equipment;
- Communicates professionally to establishes and maintains effective working relationships with courts, law enforcement agencies, community groups and others, and with probation youth and their families from a variety of ethnic, cultural, and socio-economic backgrounds;
- Writes reports concerning youth's attitudes, behavior and adjustment;
- Obtains urine samples from like gender youth;
- Attends staff conferences and training sessions;
- May maintain a caseload of facility youth including assessing their individual needs and providing appropriate evidence based or best practice services.

In addition to the above, dependent upon job location assignment, incumbents may perform the following essential functions:

- Operates tractors, backhoe, and dump trucks;
- Works in a collaborative school setting with youth not in custody;
- Provides security for Juvenile Court proceedings;
- Performs and supervises youth in the performance of livestock operations including the medication, feeding, slaughter and butchering of farm animals;
- Performs other job-related duties as assigned;

Employment Standards:

Minimum Qualifications:

- Completion of 60 semester units or 90 quarter units of college coursework from an accredited college or university or any equivalent combination of education and experience. Qualifying experience must be comparable to an entry level Youth Services Officer classification in a California Probation Department operated youth facility. The

experience may be substituted for education on a ratio of one and one-half years' experience to one year of college.

Knowledge of: individual and group behavior; principles and techniques of counseling and de-escalation, interviewing, basic report writing; treatment modalities; evidence based practices and programs including best practice program models; youth disabilities; trauma informed approaches; standard English usage for grammar, punctuation, and spelling.

Ability to: communicate orally in English; appropriately de-escalate volatile situations; develop effective working relationships with employees, and individuals representing other public or social service agencies.

Applicants must be citizens of the United States or a permanent resident alien who is eligible for and has applied for citizenship. Applicants must have a reputation of honesty and trustworthiness. A felony conviction will be disqualifying and convictions for misdemeanors and traffic offenses will be assessed on a case-by-case basis. Appointees will be fingerprinted and will be required to pass an extensive background investigation. A valid California Class C driver's license is required at time of appointment. Specialized licenses may be required depending upon assignment.

Physical Requirements

Applicants must have the ability to run a distance of 200 yards within 50 seconds, drag a weight of 100 pounds 22 yards within 20 seconds and push a 75 pound sled continuously for 30 seconds.

Medical Examination

A thorough physical and psychological evaluation is required. Applicant's state of health must be consistent with the ability to perform the duties of the position as demonstrated by meeting the Board of State and Community Corrections guidelines for vision, hearing and medical screening. Applicants must be free from conditions which would prevent them from performing work required of a Youth Services Officer.

Supplemental:

All Kern County employees are designated "Disaster Service Workers" through state and local laws (CA Government Code Sec.3100-3109 and Ordinance Code Title 2-Administration, Ch. 2.66 Emergency Services). As Disaster Service Workers, all County employees are expected to remain at work, or to report for work as soon as practicable, following a significant emergency or disaster.

 DEPARTMENT HEAD

 DATE

 CHIEF HUMAN RESOURCES OFFICER

 DATE

Item #	8421
EEO Code – Job Category A = Official & Administrative B = Professional C = Technician D = Protective Services E = Para Professional F = Office & Clerical G = Skilled Craft H = Services & Maintenance O = Other	D
Basis of Pay (Bi-Weekly/Hourly)	Bi-weekly
Approved Salary Range	60.9
Rate of Compensation Code 0 = No Provisional 1 = Range & Step 2 = Flat Unit Rate 3 = Flat Hourly 4 = Flat Bi-Weekly	1
Salary Ordinance Code 0 = Elected Officials 1 = Bi-Weekly Salary	1
Job Level Code 1 = Entry 2 = Intermediate 3 = Supervisor 4 = Executive	1
Bargaining Unit	H
HR Analyst	Michael Johnston
Reviewed By	Michael Goulart
CAO Analyst	Joe Arriola
Chief HR Officer	Tracey A. Eldridge
FLSA	Exempt
Civil Service (Yes/No)	Yes
Retirement = General/Safety	General
Creation Date	April 2025