



COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

YOUTH WORKER II

Job Number: 20001172

Job Code: 22700V231016

Job Group: 2200 - CORRECTIONS

Job Established: 06/01/1997

Job Revised: 10/16/2023

Grade: 11 Salary (MIN - MID):

\$16,984-\$25,476 - Hourly

\$2,759.90-\$4,139.86 - 37.5 Hr. Monthly Salary

\$2,943.90-\$4,415.84 - 40 Hr. Monthly Salary

Special Entrance Rate:

NONE

NONE

NONE

PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months, except as provided in KRS 18A.111.

CHARACTERISTICS OF THE JOB: *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Supervises court committed delinquent youth assigned to a group home, day treatment, or residential facility. Monitors and oversees the daily activities and routines of youth; and performs other duties as required.

MINIMUM REQUIREMENTS:

EDUCATION:

High school graduate.

EXPERIENCE, TRAINING, OR SKILLS:

Must have two years of experience in the supervision and care of young adults (ages 12-21) in a residential, correctional, group home, detention or day treatment program. OR Two years of experience working in a community office setting providing transportation services to court committed young adults (ages 12-21).

Substitute EDUCATION for EXPERIENCE:

College will substitute for the required experience on a year-for-year basis. OR Successful completion of the Department of Juvenile Justice Training Academy or equivalent training program approved by the Commissioner of the Department of Juvenile Justice will substitute for the required experience.

Substitute EXPERIENCE for EDUCATION:

NONE

SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):

Must possess a valid driver's license prior to employment in this job classification. Must maintain any required licensure(s), certification(s), or other credentials for the length of employment in this job classification. Employing agency is responsible for

ensuring employee possess and maintains required licensure(s), certification(s) or other credentials. Must successfully complete the Department of Juvenile Justice Training Academy within six months of appointment. <https://djj.ky.gov/Pages/index.aspx>

EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION: *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Monitors and oversees the daily activities and prescribed routines of youths in such areas as study times, recreational activities, meals, personal hygiene, and work details. Ensures the safety and security of youths. Demonstrates the proper use of tools and equipment. Identifies behavioral problems and maintains a log of observations. Provides guidance and informal counseling to youths relative to individual treatment plans. Ensures that counselors and shift supervisors are made aware of behavioral problems identified. Monitors daily nutrition of youths. Supervises housekeeping functions. Participates in scheduled staff meetings and individual treatment planning conferences. Completes incident reports. Ensures that youth are aware of their rights and advises youth as to the proper procedures for filing complaints. Provides transportation of youth as directed. Performs inspections and ensures the security of potentially hazardous materials. Mediates conflict as prescribed by facility policies and procedures. Physically restrains out-of-control youth. Provides transportation services in a 16+ passenger vehicle.

UNIQUE PHYSICAL REQUIREMENTS:

Incumbents must be able to exert physical effort in the proper restraint of residents based on behavior. May perform physical efforts in assisting youth with recreational and work-related projects. May exert physical effort in the performance of routine maintenance duties.

TYPICAL WORKING CONDITIONS: *Incumbents in the job will typically perform their job duties under these conditions.*

Typically works in a day treatment, group home, or residential facility, or community office setting. May be exposed to hazards and dangers associated with operating a motor vehicle when providing transportation.

ADDITIONAL REQUIREMENTS:

Upon employment, employees in this job classification may be required to drive a licensed vehicle and may be required to obtain a Commercial Driver's License. This status may be necessary for the length of time in this job classification. If this is necessary, it will be listed in the specific position description for the position at issue. Applicants and employees in this job classification may be required to submit to a drug-screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

The Commonwealth of Kentucky does not discriminate on the basis of race, color, sex, disability, age, national origin, religion, sexual orientation, gender identity or expression, pregnancy or related medical condition, marital or familial status, ancestry, political affiliation, genetic information, or veteran status in accordance with state and federal laws.