

Job Title: Detention Officer

Job Summary:

A Detention Officer is responsible for maintaining order and security within a correctional facility. This role involves supervising inmates, enforcing rules, and ensuring the safety of both inmates and staff. Detention Officers play a crucial role in the justice system by managing the daily operations of jails and acting as a primary point of contact for inmates.

Key Responsibilities:

- **Supervision of Inmates:** Monitor inmate activities in living areas, recreation areas, dining areas, and visitation areas to ensure safety and security.
- **Enforcement of Rules:** Enforce facility rules and regulations and take appropriate disciplinary actions when necessary.
- **Security Checks:** Conduct regular searches of inmate areas, such as cells and common areas, to find and remove contraband.
- **Escort Duties:** Escort inmates to various locations within the facility, including medical appointments, courtrooms, and recreational areas.
- **Conflict Resolution:** Manage and diffuse conflicts between inmates to maintain peace and order.
- **Record Keeping:** Maintain accurate records, prepare logbook entries, and submit written reports on inmate behavior and incidents.
- **Clerical Duties:** Assist with processing inmates upon arrival and release, and perform other administrative tasks as needed.
- **Support Services:** Distribute meals, hygiene products, and other necessities to inmates. Oversee visitations and ensure they are conducted according to facility rules.

Qualifications:

- **Education:** High school diploma or equivalent. Additional training in criminal justice or a related field is a plus.
- **Experience:** Previous experience in law enforcement or a correctional facility is preferred but not required.
- **Skills:** Strong communication and interpersonal skills, ability to remain calm under pressure, and proficiency in conflict resolution.
- **Physical Requirements:** Ability to stand and walk for long periods and perform physical tasks such as restraining inmates if necessary.
- **Certifications:** Certification in CPR and first aid is often required.
- **Must be 18 years or older.**
- **Must be able to pass drug screening, polygraph, and psychological evaluation.**

Working Conditions:

- **Environment:** Work is performed in a correctional facility, which may involve exposure to potentially dangerous situations.

- Schedule: Nights, weekends, and holidays are mandatory.
- Salary: Competitive salary based on experience and qualifications. Benefits include health insurance, retirement plans, and paid time off.