

Class Concept

Positions function as top administrator/manager at Youth Development Centers, which are long term residential facilities that house juveniles due to court orders. Positions are responsible for fiscal operations, support services, personnel, and long range planning. Work includes supervisory responsibility for employees in the facility and accountability for the quality of services provided and to ensure a safe and secure environment for the juveniles and staff.

Recruitment Standards

Knowledge, Skills, and Abilities

- Working knowledge of the principles and practices of public administration, adolescent development and behavior, dynamics of juvenile delinquency, group norms, family dysfunction, juvenile court program, juvenile laws, regulations and guidelines which govern the program.
- Considerable knowledge of North Carolina Juvenile Law.
- Considerable knowledge of comprehensive programming of delinquent youth.
- Considerable knowledge of the management concepts, techniques and human resource development aspects of program management.
- Considerable knowledge of the principles of administration involved in operating a juvenile facility. Thorough knowledge of local, state and federal resources and ability to coordinate programs and services.
- Ability to plan, assign, and supervise the work of professional subordinate employees, initiate and implement new programs and evaluate their effectiveness, apply and interpret a wide range of laws and regulations related to juvenile services.
- Ability to plan, direct, implement, and evaluate a wide range of treatment programs.
- Ability to provide leadership and supervise the activities of a group of employees.
- Ability to establish and maintain effective working relationships with the population served, their families, variety of professional and paraprofessional staff, and diverse public and private interest groups.

Minimum Education and Experience

Master's degree in a human services or business area such as education, psychology, social work, business administration, public administration or criminology from an appropriately accredited institution and four years of professional experience in treatment programming for youth, two years of which must have been in a supervisory or administrative capacity; or an equivalent combination of education and experience; or

Bachelor's degree in one of the above areas from an appropriately accredited institution and six years of experience as specified above, three of which should have been in a supervisory or administrative capacity; or an equivalent combination of education and experience.

Necessary Special Qualifications

Applicants for positions designated as Juvenile Justice Officers are subject to and must meet the hiring and training standards established by the North Carolina Criminal Justice Education and Training Standards Commission, as defined in Title 12, Chapter 9 of the NC Administrative Code, by the statutory authority of GS 17C.

Note: This is a generalized representation of positions in this class and is not intended to identify essential functions per ADA.