

POSITION ANNOUNCEMENT

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| DEPARTMENT: | Knox County Mary Davis Detention Home (9 th Judicial Circuit) | |
| TITLE: | Counselor | Submission Deadline: August 31, 2016 |
| RESPONSIBLE TO: | Superintendent, Assistant Superintendent, and Supervisors | |
| RESPONSIBLE FOR: | Supervising a maximum of thirty-nine clients. Maintain a high level of safety/security during activities, meal times, group sessions, and room confinement. The applicant will assist in strengthening our youth's cognitive skills and create challenging, educational life skills and group presentations. The applicant will also make entries in the shift log, submit behavioral reports, and participate in weekly staffings regarding clients' behavior. All personnel are required to transport youth to/from court dates and doctor appointments. | |
| MINIMUM | All applicants must be certified as eligible by AOIC and possess a bachelor's degree. Applicants will be subject to a criminal history record check prior to offer of employment. Medical proof they are capable of all physical aspects of the position prior to their starting date must be provided. An initial drug screening is mandatory prior to the starting date. | |
| GENERAL EMPLOYMENT QUALIFICATIONS: | In addition to the minimum AOIC requirement, the successful applicant must demonstrate the ability in the following: <ul style="list-style-type: none">❖ Strong oral, written, and interpersonal skills❖ Willingness to work in group dynamics❖ Application of judgment and decision making❖ Willingness to learn computer software❖ Have a valid Illinois Driver's License and be able to drive during evening hours | |
| STARTING DATE: | Negotiable | SALARY RANGE: \$33,674.00 |
| APPLICATION PROCESS | Cover letters, resumes, and questions should be directed to: Rodney L. Clear, Superintendent (rclair@9thjudicial.org) or Andrew Bonis, Assistant Superintendent (abonis@9thjudicial.org) 1319 E. Fifth Street Galesburg, IL 61401 Phone: (309) 343-5112 Fax: (309) 343-5036 | |

The Mary Davis Home is an Equal Opportunity Employer.