

County of Santa Cruz

INVITES YOU TO APPLY FOR:



SENIOR GROUP SUPERVISOR

Supplemental Questionnaire Required

Open and Promotional
Job # 25-SV7-01

Salary: \$7,153 – 9,044 / Month

Closing Date: Friday, January 31, 2025

County Equity Statement

Equity in action in Santa Cruz County is a transformative process that embraces individuals of every status, providing unwavering support, dignity, and compassion.

Through this commitment, the County ensures intentional opportunities and access, fostering an environment where everyone can thrive and belong.

THE JOB: Under direction, be responsible for leadwork, programming planning, and day to day operations in both living units within the juvenile hall. Train, direct, and supervise subordinate group supervisors providing for the care, welfare, custody, and rehabilitation of detained youth. Oversee the activities of detained youth. Develop and supervise unit programming. Collaborate with other County departments, providers, community-based organizations, and volunteers to establish custody services to support detained youths' individual needs while incarcerated and to support their transition reentering their communities. Perform other work as required. **The list established will be used to fill the current vacancy and it may also be used to fill other vacancies during the life of the eligible list.**

THE REQUIREMENTS: Any combination of training and experience that would provide the required knowledge and abilities is qualifying. A typical way to obtain these knowledge and abilities would be:

One year of experience performing duties comparable to a Group Supervisor II in Santa Cruz County.

Special Requirements/Conditions: **License/Certificate Requirement:** Possession and maintenance of a valid California class C driver license during course of employment; acquisition and maintenance of a Standard and Training for Corrections (STC) Core Certificate within the probationary period. **Background Investigation:** Ability to pass a full background investigation to meet provisions of Government Code 1029, 1029.1 and 1031. **Special Working Conditions:** Exposure to: possibility of bodily injury; infections which may



cause chronic disease or death; combative minor detainees; offensive odors; high noise levels; insect bites; dust and pollens.

Other Special Requirements: Must be at least 18 years of age at time of appointment to be in compliance with the Division of Juvenile Justice (title change from California Youth Authority in 2005) requirements; must be a U.S. citizen or have a pending application for naturalization; must be available to work a flexible schedule, including evenings, weekends, holidays and on an emergency, as needed basis. Mentally and physically capable of performing the position's essential functions as summarized under typical tasks. Candidates are subject to the State of California Board of State and Community Corrections Title 15 – Minimum Standards for Juvenile Facilities and must pass a pre-employment medical evaluation and physical examination that meet the requirements of Title 15, Article 3.

Knowledge: Working knowledge of techniques of group and individual counseling; basic interviewing principles and techniques; methods of juvenile behavior management and discipline; principles and methods of detention and care of juveniles; security requirements associated with juvenile and adult detention; factors that influence human behavior and constructive ways of coping; modern methods and techniques used in rehabilitating juvenile delinquents; and hygiene and first aid. Some knowledge of community based drug, alcohol, counseling and gang intervention programs; laws, regulations and ordinances governing institutional administration for juveniles; and basic elements of supervision and training.

Ability to: Plan and implement recreation and work programs on an individualized or group basis for juveniles; serve as lead worker to organize, plan, assign, monitor, train and assist in evaluating the work of subordinate personnel; conduct individual and group counseling for juveniles with behavioral or emotional problems; recognize and respond effectively to emergency situations; respond constructively to detainee behavior problems and understand and gain their cooperation; supervise juveniles in a group setting; communicate with community groups regarding their potential for assistance to juveniles; prepare clear and concise written reports; establish and maintain effective working relationships; instruct, train, supervise and evaluate subordinate group supervisors and personnel; stand and walk for extended periods of time for up to 12 hours; and lift items weighing up to 35 pounds from floor level and 50 pounds from 12 inches above floor level, such as assisting in lifting a minor detainee, and carry items weighing up to 50 pounds.

THE EXAMINATION: Your application and supplemental questionnaire will be reviewed to determine if you have met the education, experience, training and/or licensing requirements as stated on the job announcement. If you meet these criteria and are one of the best qualified, you may be required to compete in any combination of written, oral and/or performance examinations or a competitive evaluation of training and experience as described on your application and supplemental questionnaire. You must pass all components of the examination to be placed on the eligible list. The examination may be eliminated if there are ten or fewer qualified applicants. If the eligible list is established without the administration of the announced examination, the life of the eligible list will be six months and your overall score will be based upon an evaluation of your application and supplemental questionnaire. If during those six months it is necessary to administer another examination for this job class, you will be invited to take the examination to remain on the eligible list.

HOW TO APPLY: Apply online at www.santacruzcountyjobs.com or mail/bring an application and supplemental questionnaire to: Santa Cruz County Personnel Department, 701 Ocean Street, Room 510, Santa Cruz, CA 95060. For information, call (831) 454-2600. Hearing Impaired TDD/TTY: 711. Applications will meet the final filing date if received: 1) in the Personnel Department by 5:00 p.m. on the final filing date, 2) submitted online before midnight of the final filing date.

Women, people of color and people with disabilities are encouraged to apply. If you have a disability that requires test accommodation, please call (831) 454-2600.

To comply with the 1986 Immigration Reform and Control Act, Santa Cruz County verifies that all new employees are either U.S. citizens or persons authorized to work in the U.S.

SENIOR GROUP SUPERVISOR – SUPPLEMENTAL QUESTIONNAIRE

The supplemental questions are designed specifically for this recruitment. Applications received without the required supplemental information will be screened out of the selection process. Employment experiences referred to in your response must also be included in the Employment History section of the application.

NOTE: Please answer the question(s) below as completely and thoroughly as possible, as your answer(s) may be used to assess your qualifications for movement to the next step in the recruitment process.

1. As a Senior Group Supervisor you will be directly involved in the programming of the juvenile hall facility in which some youth are detained for extended periods of time. Please describe your experience in partnering and/or collaborating with County departments, providers, community-based organizations, or others which have benefited rehabilitating youth in a detention facility. Include the reason and results of the partnership(s)/collaboration.

EMPLOYEE BENEFITS:

ANNUAL LEAVE – 22 days first year, increasing to 37 days after 15 years. Available for vacation and/or sick leave.

HOLIDAYS – 14 paid holidays per year.

BEREAVEMENT LEAVE – 3 days paid in California, 5 days paid out-of-state.

MEDICAL PLAN – The County contracts with CalPERS for a variety of medical plans. For most plans, County contributions pay a majority of the premiums for employees and eligible dependents.

DENTAL PLAN – County pays for employee and eligible dependent coverage.

VISION PLAN – County pays for employee coverage. Employee may purchase eligible dependent coverage.

RETIREMENT – 1959 Survivor's Benefit plus pension formula 2% at age 50 or 2.7% at age 57 as determined based on provisions of the CA Public Employees' Pension Reform Act of 2013(PEPRA). Pension benefit determined by final average compensation of three years. County pays a portion of retirement contribution.

LIFE INSURANCE – County paid \$20,000 term policy. Employee may purchase additional life insurance.

DISABILITY INSURANCE – Employees in the General Representation Unit participate in the State Disability Insurance (SDI) program. This program is funded 100% by employee payroll deductions.

DEPENDENT-CARE PLAN – Employees who make contributions for child or dependent care may elect to have their contributions made utilizing "pre-tax dollars."

H-CARE PLAN – Employees who pay a County medical premium may elect this pre-tax program.

HEALTH CARE FLEXIBLE SPENDING ALLOWANCE (HCFA) – Employees may elect this pre-tax program to cover qualifying health care expenses.

DEFERRED COMPENSATION – A deferred compensation plan is available to employees.

Note: Provisions of this bulletin do not constitute an expressed or implied contract.

County of Santa Cruz

www.santacruzcountyjobs.com

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