

GENESEE COUNTY

DEPUTY SHERIFF - YOUTH OFFICER

DISTINGUISHING FEATURES OF THE CLASS: Under the direction of the Chief Deputy-Criminal, conducts investigations of New York State Penal Law offenses perpetrated by juveniles. The incumbent interviews juvenile suspects with parents or legal guardian present and secures oral and written statements from suspects. The Youth Officer does not normally exercise supervision over other departmental employees, but may occasionally work with/and coordinate investigative efforts of uniformed personnel. The Youth Officer works closely with Family Court parents, schools and service providers in developing a disposition that is in the best interest of all parties involved. Does related work, as required.

TYPICAL WORK ACTIVITIES:

Responds to crime scenes to interview victims and witnesses and to assist in the gathering of physical evidence;
Conducts investigations of offenses perpetrated by juveniles. Interviews juveniles, parents, victims and witnesses;
Takes statements; prepares reports, and files necessary paperwork with Family Court for J.D. petition or diversion through the Juvenile Diversion System;
Transports juveniles to Family Court Detention and Children's Psychiatric Centers as required by Family County Order or Mental Health Law;
Perform public speaking engagements to various groups on juvenile related topics and/or adult and juvenile crime prevention programs;
Performs background investigations and assists in other investigations as needed or assigned by supervisor;
Attends meetings dealing with juvenile justice issues.

The above examples of duties are intended only as illustrations of the various types of work performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND/OR PERSONAL CHARACTERISTICS: Good knowledge of the NYS Penal Law, Criminal Procedure Law and Family Court Act involving the rights of juveniles. Good knowledge of Mental Health Law and Vehicle and Traffic Law. Good knowledge of investigative techniques. Ability to prepare clear, complete and accurate written reports, ability to speak publicly, integrity; ability to operate computer, including word processing and other software programs; printer, answering machine, tape recorder, calculator, telephone, copy machine and fax machine, police radio, and a variety of firearms and less than lethal weapons; good powers of observation and memory.

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

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While performing the duties of this job, the employee is frequently required to sit, stand, talk and hear, and to use hands to finger, handle or feel objects, tools, or controls, and reach with hands and arms. The employee is often required to walk, run, climb and/or balance; stoop, kneel, crouch and crawl.

The employee must occasionally lift and/or move up to 50 pounds, and must be able to detain and/or restrain an adult using bodily force.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, and depth perception.

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee may work in outdoor weather conditions, and may work with explosives when using firearms. May be exposed to blood borne pathogens.

The noise level in the work environment is moderately noisy to loud.

MINIMUM QUALIFICATIONS:

PROMOTION: Two years of permanent, competitive status as a Deputy Sheriff in the Genesee County Sheriff's Department.

SPECIAL REQUIREMENT FOR APPOINTMENT AND CONTINUED EMPLOYMENT:

Possession of a valid New York State Driver's license at the time of appointment, and maintenance of such license throughout the tenure of employment in the position.

Competitive Class

Approval 12/15/92

Revised 5/7/99

All qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status.