STATE OF ILLINOIS
17th Judicial Circuit
Winnebago-Boone Counties

Debbie L. Jarvis
Director, Department of Court Services

Department of Court Services

Division
Winnebago County Juvenile Detention

Posting Date: 10/27/26
Closing Date: Until Filled

Job Title
Staff Development/PREA Compliance Supervisor

Hours: 24-Hour Operation
Hours to be discussed

Salary
$73,903

Position Summary

This challenging position of Staff Development/PREA Compliance Supervisor encompasses an individual who demonstrates the ability to host facility wide trainings, ensures staff training compliance, collaborates with all staff trainers, works collectively with all members of the management team.

Essential Duties and Responsibilities

- Develop and coordinate a training plan and staff training schedule that aligns with required Standards
- Coordinate and deliver onboarding and ongoing training for new and experienced staff
- Support and collaborate with staff trainers to ensure effective training delivery
- Work closely with all team members to ensure training hours accomplished efficiently
- Develop and manage the center's programming schedule
- Collaborate with community providers to support and deliver programming within the facility
- Assist in evaluating programs and provide feedback on facility policies and procedures
- Participate in special projects and committees;
- Work closely with the management team to support effective operations and decision-making
- Assist the PREA Coordinator with any necessary duties
- Lead shifts as needed
- Perform other duties as assigned in response to evolving program needs and strategic priorities

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Knowledge, Skills, and Abilities

- Strong understanding of how to facilitate training classes
- Knowledge of Administrative Office of Illinois Courts and Illinois Department of Juvenile Justice standards
- Demonstrate an ability to maintain a high level of professionalism at all times
- Commitment to adhere to strict guidelines of confidentiality
- Ability to work effectively in a 24-hour facility with challenging residents
- Strong organizational, documentation, time-management, communication, interpersonal, and conflict-resolution skills
- Ability to work independently and as part of a multidisciplinary team
- Ability to work effectively with staff from diverse backgrounds

Minimum Qualifications

- A Master's Degree in Management, Public Administration, Criminal Justice or Social Services and one or more years of employment in juvenile/residential services OR
- Bachelor's degree in Criminal Justice, Social Work, Psychology, Education, or a related field and two or more years of employment in Probation/Court Services. At least one of the required years must be in Juvenile Detention/Residential Services.
- Must be a resident of the State of Illinois or approved exemption
- Must possess a valid driver's license
- Must pass pre-employment background check and wellness exam including drug screen
- Must comply with all federal and state laws; to include prohibition of the consumption, possession, sale, purchase or delivery of cannabis or cannabis infused substances
- Must submit a state application for Probation and Court Services employment at: http://www.illinoiscourts.gov/Administrative/forms/Probation/Employment
- Bilingual, English/Spanish Language Skills Preferred

Location:
Juvenile Detention Center
5350 Northrock Drive
Rockford, IL 61103

Send Resume to:
Julie McCray-Grotto, Deputy Director
jmccray-grotto@17thcircuit.illinoiscourts.gov