



County of Tehama Correctional Lieutenant

SALARY	\$46.08 - \$56.01 Hourly \$3,686.40 - \$4,480.80 Biweekly \$95,846.40 - \$116,500.80 Annually	LOCATION	Tehama County, CA
JOB TYPE	Full Time	JOB NUMBER	2023-00268
DEPARTMENT	Sheriff's Department	DIVISION	Jail
OPENING DATE	09/12/2023	CLOSING DATE	10/20/2023 5:00 PM Pacific

Description

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Definition:

Under the direction of the Captain, plans, organizes, and manages the day-to-day operations of an assigned correctional facility; ensures the safety and security of inmates, staff, visitors, and the public through the enforcement of proper detention policies and procedures of the jail facility within the Sheriff's Office; and performs related duties as assigned. Supervises Sheriff's Office personnel assigned to the Court in the transportation of inmates and courtroom security.

Examples of Duties

- Plans, coordinates, schedules, assigns, and directs the work within assigned correctional facilities either directly or through subordinate supervisors.
- Manages, supervises, and administers the daily operations of the jail facility; assists the Captain in administrative decisions pertaining to jail management and operations.
- Trains, motivates, and evaluates assigned personnel; provides or coordinates staff training; works with employees on performance issues; implements discipline and termination procedures; provides recommendations for selection and other personnel decisions.
- Monitors and evaluates jail operations and procedures for compliance with established state and federal laws; interprets and ensures consistent application of policies, directives, and personnel regulations.
- Determines work schedules and authorizes leaves, ensuring necessary coverage for shifts and adequate completion of program assignments.

Ability to:

- Select and supervise staff, provide training and development opportunities, ensure work is performed effectively, and evaluate performance in an objective and positive manner
- Assist in developing and implementing goals, objectives, practices, policies, procedures, and work standards
- Provide administrative, management, and professional leadership for an assigned correctional section or function

To view a full job description, please [click here](#).

Education, Experience & Licenses

Any combination of training and experience which would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be:

- Equivalent to the completion of twelfth (12th) grade
- Graduation from an accredited college with an Associate's degree in police science, administration of justice, or a related field is desired.
- Ten (10) years of experience as a law enforcement officer, to include three (3) years of supervisory experience in correctional operations and inmate oversight at a level equivalent to Correctional Sergeant.
- Other combinations of experience and education may be considered.

License & Special Requirements:

- Must possess a valid California driver's license.
- Completion of a California State Commission on Peace Officer Standards and Training (POST) OR Standards and Training for Corrections (STC) Supervisory Course
- Completion of a California State Commission on Peace Officer Standards and Training (POST) OR Standards and Training for Corrections (STC) Management Course within one (1) year of appointment
- Possession of a valid first aid/CPR certificate from a certified trainer/provider.
- Must possess and maintain firearms training required for peace officers pursuant to subdivision (a) of Penal Code section 832.
- Must be able to pass an extensive background investigation prior to employment.

Recruitment Information

The Department is currently recruiting for one (1) vacancy.

In addition, Tehama County is establishing an eligibility list to fill future vacancies for a Correctional Lieutenant, as well as subsequent vacancies which occur during the life of the eligibility list.

Please submit ALL required documents when applying such as, copies of all required degrees and/or certifications as outlined in the job description. Incomplete applications will not be considered.

To be considered for this position, the following MUST be submitted:

- **Cover Letter (A resume is NOT considered a cover letter)**
- **Resume**
- **Supervisory Course Certificate of Completion**

For questions about this recruitment please contact:

Karie Songer-Simons

530-529-7950 | ksimons@tehamaso.org

All offers of employment are contingent upon successful completion of background, fingerprinting, drug test (including marijuana) and physical examination provided by the County.

Agency

County of Tehama

Department

Sheriff's Department

Address

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PO Box 729
Red Bluff, California, 96080

Phone

530-529-7950