



WALLA WALLA COUNTY

P.O. Box 1506 □ Walla Walla, Washington 99362
phone: (509) 524-2600 □ Fax: (509) 524-2603



EMPLOYMENT OPPORTUNITY

County Corrections Department

Position: Jail Commander
Salary Range: \$8,021/month to \$11,988/month, Starting Salary: DOQ, DOE
Location: Corrections Department, Adult Division
Employment Type: Full-time (40 hours/week); FLSA Exempt, Benefits Apply; Employment Agreement; Open Until Filled

Full Time Benefits Include:

- County pays \$1,450.00 per month towards medical, dental, vision, life insurance and employee assistance program for employee and eligible family members.
- Retirement: Walla Walla County full time employees are eligible for Washington State Department of Retirement Services (DRS) • HRA Veba account: Employer contribution may apply.
- Wellness program
- Deferred compensation plans offered
- Met Life Pet Insurance may apply
- Twelve paid holidays annually
- Vacation accrual based on employment agreement

Visit [Walla Walla County Website](http://www.walla-walla.co.wa.us) for detailed benefits information.

Brief Duties and Responsibilities: The person in this position is appointed to serve at the pleasure of the Board of County Commissioners. The Jail Commander is responsible for the administrative and supervisory jurisdiction of the Walla Walla County Corrections Department. The Jail Commander coordinates and manages the programs, activities and personnel within the Walla Walla County Corrections Department and coordinates activities with other County departments, outside law enforcement agencies, service providers, and stakeholders. This position operates with appreciable latitude for independent action and decisions commensurate with the delegated authority and demonstrated ability. The Jail Commander assumes management responsibility for all services and activities of the County Corrections Department, in consultation with the Walla Walla County Commissioners.

The Walla Walla County Corrections Department operates the County Jail, which serves as a correctional facility for the police departments of Walla Walla and College Place, the Sheriff's Office and other area law enforcement and community corrections agencies. The corrections facility also operates alternative programs, such as electronic monitoring and partial confinement. This position will be responsible for the overall planning, organization and direct control of the activities of the County Corrections Department.

Working Environment/Physical Abilities: Working environment includes activities or contacts in multiple indoor or outdoor venues. Physical abilities required for this position are ones typically related to corrections activities in challenging environments. ability to perform tasks such as sitting, standing, bending, squatting, kneeling, grabbing, carrying, holding, walking, running, and ability to move/push/pull or lift heavy objects exceeding fifty (50) lbs. Ability to perform strenuous physical tasks such as controlling inmates and able to work long and protracted hours of the day and night depending on the complexities of unique situations. Subject to being on-call and 24-hour call-back for emergencies; great mental ability and exertion is required daily.

Minimum Qualifications: Minimum AA degree from an accredited college or university is required in criminal justice, psychology, sociology or a related field or 10 years' experience in jail administration. Preferred is a four (4) year bachelor's degree from an accredited college or university in criminal justice, psychology, sociology, or a related field. Minimum eight (8) years law enforcement or corrections experience with at least four (4) years in a supervisory position. Additional experience and/or training may substitute for a degree in an unrelated field per the Commissioners' discretion. Preferred Washington State CJTC certified peace officer or corrections officer or ability to attend CJTC equivalency academy and obtain Washington State CJTC certified peace officer or corrections officer status.

For Application: Application, resume and cover letter required. Job description is available on our website at www.co.walla-walla.wa.us where you can apply online.

SELECTION IS BASED ON QUALIFICATIONS, BACKGROUND CHECK, DRIVING RECORD CHECK, AND ORAL INTERVIEWS.

EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER / ADA COMPLIANT



GENERAL INFORMATION FOR APPLICANTS

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER: All qualified persons will be considered for employment without regard to race, color, religion, sex, nationality, origin, age, political affiliation, disability status or any other non-merit factor. Women, disabled persons, members of ethnic minority and other under-represented groups are encouraged to apply.

APPLICATIONS

FILING OF APPLICATION: Applications must be completed in accordance with the directions on the front of the announcement. Applicants are responsible for the truth of all statements. Misrepresentations, incomplete or inaccurate entries may be the cause for application rejection, removal from the employment list or discharge from County service. A background investigation will be conducted along with reference and former employer checks, driving record, and criminal history if applicable to requirements of the job. Applications must be received or postmarked by the last date for filing applications.

CHANGE OF ADDRESS: Applicants are responsible for notifying the hiring department of any change of address or telephone number.

NOTIFICATION: Unsuccessful candidates will be notified by mail as soon as feasible following the final selection decision.

EMPLOYMENT

ELIGIBILITY LISTS: Walla Walla County reserves the right to establish an eligibility list to fill any vacancies that may occur in the posted position for a period up to twelve (12) months.

NOTE: The provisions of this bulletin do not constitute an expressed or implied contract. Any provision contained herein may be modified and/or revoked without notice. Walla Walla County is committed to a drug, alcohol, and smoke free environment.

Mailing Address:
Human Resources/Risk Manager
P. O. Box 1506
Walla Walla, WA 99362

Human Resources/Risk Manager
314 W Main Street, 2nd Floor
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