

Correctional Corporal

OREGON DEPARTMENT OF CORRECTIONS

Announcement Number: **LECO0732**

Classification Number: C6776

Revised: July 6, 2009 (Salary)

Close: Open Until Further Notice

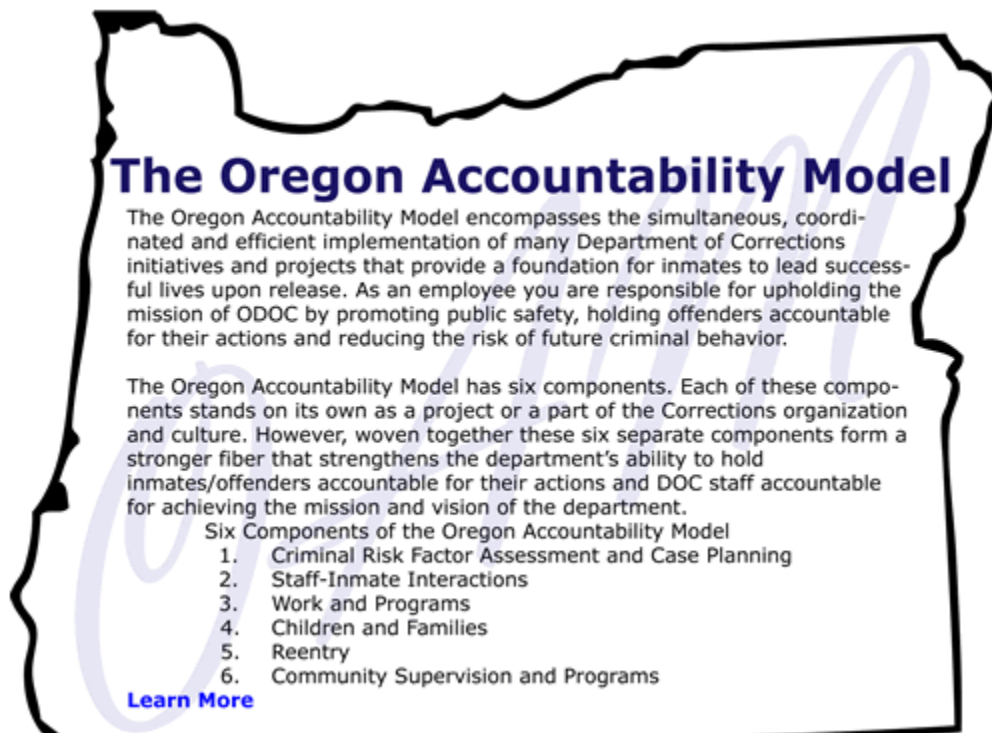
Location: **Statewide**

Correctional Corporal

\$3,283 - \$4,683 Monthly

GENERAL INFORMATION

These positions are with the Oregon Department of Corrections (ODOC) in Lakeview, Wilsonville, Ontario, Salem, Portland, Tillamook, Pendleton, Umatilla and Madras. **To apply you must be a current, regular status employee of the Oregon Department of Corrections, Board of Parole or Oregon Corrections Enterprises.** This recruitment will be used to establish a list of qualified applicants and may be used to fill future vacancies at various locations as they occur.



The Oregon Accountability Model

The Oregon Accountability Model encompasses the simultaneous, coordinated and efficient implementation of many Department of Corrections initiatives and projects that provide a foundation for inmates to lead successful lives upon release. As an employee you are responsible for upholding the mission of ODOC by promoting public safety, holding offenders accountable for their actions and reducing the risk of future criminal behavior.

The Oregon Accountability Model has six components. Each of these components stands on its own as a project or a part of the Corrections organization and culture. However, woven together these six separate components form a stronger fiber that strengthens the department's ability to hold inmates/offenders accountable for their actions and DOC staff accountable for achieving the mission and vision of the department.

Six Components of the Oregon Accountability Model

1. Criminal Risk Factor Assessment and Case Planning
2. Staff-Inmate Interactions
3. Work and Programs
4. Children and Families
5. Reentry
6. Community Supervision and Programs

[Learn More](#)

TO QUALIFY

Your Security [Application](#), will be reviewed to verify that you meet the qualifications stated in this section. To be accepted, you must :

- **be a current, regular status employee of the Oregon Department of Corrections, Board of Parole or Oregon Corrections Enterprises; AND**
- one year of experience in a correctional security setting where your primary duties were the care and custody of inmates. (such as: Oregon Department of Corrections, Correctional Officer)

If hired, you will be required to pass a medical exam in accordance with Oregon Department of Corrections physical requirements.

DUTIES AND RESPONSIBILITIES

Major duties include, but are not limited to:

- instructing, directing and overseeing activities of lower level staff; providing on-the-job training to entry-level staff; evaluating performance and making reports;
- serving as relief officer for other security posts or shifts during periods of vacation or other absences, including shifts or posts held by higher level staff;
- driving vehicles to transport inmates or escort inmates off institution or facility grounds;
- ensuring security and safety of the institution by monitoring activity and movement of inmates within specified areas; staying alert to possible assaults, introduction of contraband, and escape attempts;
- intervening in, and controlling acts of negative behavior and violence; using physical force such as restraints, firearms, chemical weapons, or other devices as required;
- performing or directing frisk searches, strip searches, and security inspections of inmates; searching cells, buildings, adjacent areas, and inmates' personal property for weapons and contraband; monitoring electronic surveillance equipment (e.g., photosensitive perimeter equipment, metal detectors, hand scanners, x-ray equipment); examining incoming and outgoing mail for contraband;
- conducting inmate counts and reconciling count to ensure accuracy, completing inmate movement records to show current location of inmates; writing memos and incident or disciplinary reports; maintaining and updating list of inmates, visitors, and staff; evaluating potential problems and/or emergency situations and taking corrective action; and
- responding to inquiries from the public regarding institution procedures and inmate status; and abiding by, implementing and enforcing job-related rules, policies, procedures, and post orders in a manner which promotes efficient functioning.



WORKING CONDITIONS

- will be expected to share the mission, vision, and core values of the department;
- requires being a role-model of pro-social behavior and having an attitude that conveys dignity and respect in the treatment of others;
- must be able to acknowledge that everyone is capable of positive change;
- smoking is prohibited at all work sites;
- requires shift work in a 24-hour, 7 day a week operation, with night shifts, weekends, holidays and overtime as required;
- may be required to use reasonable force (including firearms and other emergency

equipment in the performance of duties or during a disturbance or other emergency situations;

- occasionally deals with verbal abuse, threats to self and family and other forms of harassment from inmates, and work unarmed and sometimes alone in the midst of groups of inmates;
- supervise inmates in a variety of housing and work environments that may include open showers and toilet facilities;
- may require conducting body searches of inmates which includes inspecting naked inmates for contraband;
- requires the physical capacity to perform instant and/or sustained arduous physical activity;
- adhere to the uniform code of the specific duty station;
- must remain constantly alert and observant throughout the shift even if on an isolated post or job where nothing happens for long periods of time;
- require maintaining a pattern of dependability as demonstrated by reporting to duty regularly and on time to specified locations; and
- may operate an institution vehicle to transport incarcerated inmates.



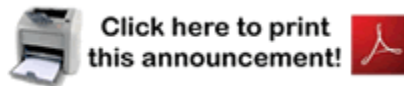
HOW TO APPLY

Submit the PD291SA Security application to the Department of Corrections Recruitment Unit.


[Word Application](#) 

[Acrobat Reader Application](#) 

You may also obtain a Department of Corrections Security application at our Internet site www.odocjobs.com or you can also get a Security application form from ODOC Recruitment.



VETERANS PREFERENCE POINTS

 [Veterans Preference Points](#) are awarded to eligible veterans seeking employment with the Oregon Department of Corrections. Veterans must provide appropriate documentation to qualify for these additional preference points and must submit the documentation with each application. The DD215 must accompany the DD214 that was modified. Only DD214 Member Copy 4, Service Copy 2 and Service Copy 3 are accepted to verify character of service. Other copies will not be accepted and points will not be awarded.

Required documentation must include:

- a copy of the DD214/215 for the five (5) point preference; **OR**

- a copy of the DD214/215 and a public employment preference letter from the United States Department of Veterans' Affairs for the ten (10) point preference.

SUBMIT YOUR APPLICATION MATERIALS TO:

**Oregon Department of Corrections
Recruitment and Career Services
ATTN: Eric Westerfield
1793 13th Street SE
Salem, OR 97302-2599**



Submit only the required materials. Reference letters, resumes or work examples should be kept for interviews.

**KEEP A COPY OF YOUR APPLICATION FOR THE JOB INTERVIEW.
COPIES ARE NOT PROVIDED.**

The Oregon Department of Corrections is an equal opportunity employer committed to excellence in diversity. Women and minorities are encouraged to apply.