



Sherburne County Sheriff's Office

"Commitment to Service with Integrity and Pride"

Sheriff Joel Brott

THE CORRECTIONAL OFFICER CAREER

I would like to introduce you to a challenging career that will allow you to use your intellect and people skills. This is a special career that is suited to people who do not like a boring job, who like to remain challenged, who function well with discipline and routine but still thrive on the unknown that is sure to happen every day on this job.

This is a silent career in that it is not in the daily public eye. Most people know jails exist, but don't know much more than that, nor do they care to know. For those of us who have stumbled upon this career, we are grateful to have an opportunity to serve the public in this manner. It is honorable and challenging. It provides for a great retirement opportunity, and county benefits are solid. Not to mention the fact that there is job security.

This is a very good career for both women and men. All prospective new employees are run through a strict hiring process that includes submitting an application, performing a physical fitness test, UA screening, oral interview and an intensive background check. After successful completion of the above you would then be required to undergo psychological testing that will give us a profile to determine if this career field is a good fit for you. This whole process can take up to 6 weeks or more to complete.

You might be thinking to yourself that this is a lot of work to go through just to be a "guard" in a jail. That is where the perception of corrections leaps off the page of what the public thinks we do and what we actually do! This is a serious profession. When you are hired here, you will go through extensive training in Interpersonal Communications Skills, Supervision of Inmates, First Aid/CPR, Report Writing, Use of Force, On the Job Training (shadowing), Emergency Policies and Procedures, Suicide Prevention, and Misconduct Training.

The training is intense and there is a lot to learn so be prepared to work hard. You will be working with some of the best personnel in the business and by the time you are assigned your first official shift as a Corrections Officer, you should be more than ready!

The world of corrections operates 24/7. We have a combination of 12-hour and 8½-hour shifts. It is a union position and therefore, the shifts are bid by seniority.

We are a 732-bed, state-of-the-art facility. We house male and female inmates/detainees. We house inmates/detainees with every possible criminal charge as well as some civil charges. We house sentenced and pre-trial inmates/detainees.

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Your shifts will be spent in one of several posts. We have 8 different housing units. Housing units can hold from 56 to 120 inmates/detainees. The staff to inmate ratio is a minimum of 1 staff to 60 inmates/detainees. Seven of our housing units are direct supervision, which means the staff spend the day in the housing unit with the inmates/detainees. This has been a widely accepted and very successful inmate management method.

It has worked very well for us, primarily because of our training program and quality of staff that work in this facility. Staff work between housing unit post(s) and/or rover duties, which involves a wide variety of duties in and out of the housing units, others apply to work permanent posts, i.e.; booking, classification and K9. In addition to these areas, we also have a Correctional Emergency Response Team (CERT) trained in special weapons and tactics.

A correctional officer's shift has a specific daily routine. But because we are dealing with people, no shift is the same. This is part of the beauty of this career. Correctional officers are required to stay focused, alert and ever vigilant to their duties to maintain the safety and security of the staff, inmates and the facility. This is our obligation to the public. During the course of your day, you will be responsible for a variety of duties, such as conducting security checks, inmate headcounts, searches of inmates and living areas. You will maintain discipline and see that the inmates follow facility rules. You will deliver meals, book and release inmates and write reports. It is up to the corrections officer to maintain good inmate management via communication and observation skills with the inmates and your co-workers.

The Sheriff's Office is progressive and offers opportunities to become involved in extracurricular functions, such as the Honor Guard. We offer the use of our own fitness facility to the Sheriff's Office staff to promote better health. There are promotional opportunities within the jail and the department as a whole.

We hope that by giving a quick summary of a corrections officer job, that we can introduce the public to a wonderful career that many men and women may not previously have considered. If you are interested in a career in corrections, watch our website for job postings.