



**STATE OF LOUISIANA**  
**invites applications for the position of:**  
**Group Leader 1 /Cadre**  
An Equal Opportunity Employer

**ANNOUNCEMENT NO.** 003-2024

**OPENING DATE:** January 9, 2024

**CLOSING DATE:** Open Continuously

**SALARY:** ME-412 / \$38,230 - \$68,806 annually

**JOB TYPE:** Unclassified (Permanent, Temporary, Part-Time)

**LOCATION:** Multiple Locations  
YCP-Training Center Pineville, Pineville LA  
YCP-Camp Minden, Minden, LA  
YCP-Gillis W. Long Center, Carville, LA  
JCP-Gillis W. Long Center, Carville, LA

**BENEFITS for Permanent Positions:**

Retirement: Louisiana State Employees' Retirement System (LASERS) with employer contribution & Optional Retirement Savings Account

**BENEFITS for Permanent/Temporary Positions:**

Insurance: Medical & Optional Dental & Vision

Paid Holidays: 10 days per year, additional holidays may be proclaimed.

Paid Annual Leave: 12 days per year with increases based on tenure

Paid Sick Leave: 12 days per year with increases based on tenure



Louisiana Military Department

**Youth Challenge Program  
&  
Job Challenge Program**



The Louisiana Military Department is an Equal Opportunity Employer and State as a Model Employer (SAME) to promote diversity and inclusion in the workplace.

In accordance with R.S. 42:1701, if you are nominated for this position, you will be required to undergo a criminal background check prior to commencement of employment with the Louisiana Military Department.

**\*This State Vacancy Announcement supersedes Announcement No. 162-2023\***

**Department Mission**

**Intervene in and reclaim the lives of 16-to-18-year-old at-risk youth, producing program graduates with the values, life skills, education, and self-discipline necessary to succeed as productive Louisiana citizens.**

This position is **open to all applicants** with a strong desire to directly influence positive changes in the lives of Louisiana teenagers.

Opportunities for advancement, salary increases, and professional leadership training translate to an effective team member with the potential to transform lives.

## **WHO WE ARE:**

*YCP & JCP are voluntary programs that target youth who are at risk of not completing high school. We provide an environment for youth so they may focus on completing academic goals while enhancing personal strengths and resiliency. Our programs provide a structured environment and teaches discipline, self-control, and motivation. We develop the whole person by focusing on 8 core components that support each cadet's personal development: academic excellence, life coping skills, job skills training, responsible citizenship, leader/followership, health & hygiene, physical fitness, and service to community.*

## **POSITION DESCRIPTION:**

*Louisiana's YCP & JCP Cadre are some the best trained and most equipped Cadre in the nation. Presenting as positive role models and mentors, Cadre are responsible for developing self-awareness and promoting self-growth of our At-Risk youth. Cadre provide the foundation for future success during and after the program. The lasting effects of Cadre professionalism is profound and can be life changing.*

*Cadre Group Leader 1 is the first line leader supporting Louisiana's At-Risk youth. Specialized training on de-escalation techniques, trending youth behavior, professional presentations on crisis awareness, and positive mentoring prepares our Cadre to perform at the highest levels. Cadre manage program standards and foster personal development within a structured environment.*

*Duties are performed under the general supervision of Commandant, Assistant Commandant or Group Leader 2. Responsible for the accountability, direct control and safety of cadets.*

*Instructs/supervises various recreational activities and physical training events. Presents instruction on selected subjects including drill and ceremonies, first aid, and confidence course training. Assists academic instructors during scheduled classroom hours. Accompanies cadets off-campus during field trips and community service activities.*

*Provides essential first line counseling to reduce friction, improve moral, and maintain continuity.*

## **POSITION QUALIFICATIONS:**

- Ability to follow instructions and communicate effectively.
- High school diploma or equivalency diploma.
- Military experience with honorable service. In lieu of military experience, the following may be substituted,
  - Experience as a Law Enforcement Officer, Correctional Officer, Juvenile Correctional Officer, or other P.O.S.T. certified position, or
  - Experience as an Educator, Counselor, Coach or Social Worker, or
  - Experience at the level equivalent to a Cadre Helper/Assistant Youth Leader, or
  - Similar position or experience that demonstrates the ability to work with at-risk youth.

## **PREFERRED QUALIFICATIONS:**

- Job experience working with at-risk youth
- Skill in completing administrative actions to include proficiency using Microsoft Office
- CPR/First Aid certified
- Ability to instruct, perform, and demonstrate physical training activities
- Ability to learn or sufficient knowledge to lead marching activities

**ADDITIONAL INFORMATION:** Selected candidate must maintain a valid driver's license and must be willing to work a flexible schedule when needed which may include some evenings, weekends, or additional hours. Limited travel may be required.

**OTHER REQUIREMENTS:** Must meet physical requirements to perform functions of the position. Must attend/complete all LMD annual training and other training required for the position. Must adhere to the Code of Ethics and foster a Sexual Harassment-Free Environment.

**CONDITIONS OF EMPLOYMENT:** By submitting an application for employment with the Military Department, the applicant agrees to the following conditions of employment:

- Salary is paid by Electronic Funds Transfer (EFT) / Direct Deposit Only. A checking or savings account is required for employment.
- The LA Military Department is a substance abuse and drug free workplace. To become an employee of the Louisiana Military Department/Louisiana State Guard, the selected applicant must pass a pre-employment background investigation and pre-employment drug test. Thereafter, all employees are subject to random drug testing.

**APPLICATION PROCEDURES:** All Applicants must complete a LANG-LMD-H Form 10 (State Application) and attach a legible copy of their Official Birth Certificate, Driver's License, and Social Security Card. Resumes are optional but must be submitted with the LANG-LMD-H Form 10 (State Application).

- State Application: The LANG-LMD-H Form 10 (State Application) is located at:  
<http://geauxguard.la.gov/wp-content/uploads/2016/10/LMD-H-Form-10-State-Application-pdf-10-25-2016NEW.pdf>

Application(s) must be submitted to the appropriate LMD Human Resources point of contact below by the Close Date, no later than 4:00 p.m. CST:

Ms. Wenda Woolf  
LMD-HR (YCP-Training Center Pineville)  
Bldg. 718 "E" St., Pineville, LA 71360  
E-mail: [wenda.a.woolf.nfg@army.mil](mailto:wenda.a.woolf.nfg@army.mil)  
Office: (318) 290-5392 / Fax (318) 290-5060

Mrs. Kandice Miller  
LMD-HR (YCP-Camp Minden)  
100 Louisiana Boulevard, Minden, LA 71055  
E-mail: [kandice.m.miller2.nfg@army.mil](mailto:kandice.m.miller2.nfg@army.mil)  
Office: (318) 299-4277 / Fax: (318) 299-4297

Ms. Christine Zeller  
LMD-HR (YCP-Gillis W. Long Center)  
5445 Point Clair Road, Carville, LA 70721  
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SSG Tracey S. McCorkel  
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