



STATE OF LOUISIANA
invites applications for the position of:
Group Leader 2
#151009
An Equal Opportunity Employer

ANNOUNCEMENT NO. 014-2024

OPENING DATE: January 11, 2024

CLOSING DATE: January 25, 2024

SALARY: ME-413/ \$40,914 - \$73,632 annually

JOB TYPE: Unclassified

LOCATION: YCP-TC-P, Pineville, LA

BENEFITS:

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



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.

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.

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 is a voluntary program 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 program provides 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:

Establish and enforce YCP policies and procedures for maintaining behavior and order among the students. Prepare materials and supplies for barracks and/or cadet training opportunities. Complete daily behavior logs and disciplinary reports as required. Monitor and maintain a platoon/barracks environment conducive to training/resting/sleeping (ex. behavior dynamics, arrangement, temperature, lighting, equipment, etc.). Complete Incident reports within timelines required. Act as the front line Counselor to intercept or divert cadet issues. Adjust platoon routine to accommodate changes to company training schedule. Make necessary decisions to implement program requirements based on current dynamics (ex. behavioral issues, unscheduled guest speakers, instant lesson opportunities, etc.). Guide and assist cadets with illnesses, adjustment issues and/or special needs - bring to Shift Supervisor, Assistant Commandant and Commandant's attention. Prepare barracks prior to Candidate's arrival. Complete monthly physical fitness checks for all cadets. Plan and prepare items necessary to keep cadets engaged during lag time. Transport cadets to required educational or recreational opportunities. Act in such a manner as to make a positive impression for the Louisiana Youth Challenge Program. Enforce administration policies and rules governing staff and students. Attend professional meetings, conferences and workshops in order to maintain and improve professional competence. Follow departmental uniform policy and report to work punctually each day. Use positive communication and work in professional harmony with administrators, co-workers, supervisors, support staff and cadets as evidenced by constructive interaction. Consult with co-workers, teachers, counselors, case managers, support staff and administrators in order to resolve program Issues. Confer with other staff members to plan and/or adjust training schedule. Assist as a classroom monitor when necessary. Perform other duties as assigned.

POSITION QUALIFICATIONS:

In order to be considered for employment as a Group Leader 2, the following requirements must be met: Must be a member of the Louisiana National Guard (Army or Air) in an Active Status or Retired from any branch of the Military or any prior service member with an honorable discharge; must be a minimum of 23 years of age. Must be Non-commissioned Officer; CPL E-4, SGT E-5, SSG E-6 and must have completed all NCOES requirements. Must have the ability to work with "At Risk" youth. Must have computer skills. Must attend and complete the Cadre Program Instructor Course (CPIC) within one year of hire date. Must attend Cadre Course, Part 1 and 2. Must have and maintain a clean criminal record. Must be able to work variable/irregular hours, including nights, weekends and holidays.

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 (Training Center Pineville)
Bldg. 718 "E" St., Pineville, LA 71360
E-mail: wenda.a.woolf.nfg@army.mil
Office: (318) 290-5392 / Fax: (318) 290-5060