
APPLICATION FORM FOR “POLICE OFFICER” COVERAGE

INSTRUCTIONS

COMPLETE THE ENCLOSED APPLICATION FORM IN ITS ENTIRETY. ALL INFORMATION MUST BE DETAILED AND REFLECT THE CURRENT JOB DUTIES OF THE POSITION. **NOTE: ONLY POSITIONS WITH PEACE OFFICER STATUS WILL BE RATED FOR POLICE COVERAGE.**

IN ADDITION TO THE COMPLETED APPLICATION, A CURRENT WRITTEN **JOB DESCRIPTION** AND AN **ORGANIZATIONAL CHART** THAT DEPICTS THE CHAIN OF COMMAND IN WHICH THE POSITION IS INCLUDED MUST BE PROVIDED. STATISTICAL REPORTS RELATED TO THE LAW ENFORCEMENT ELEMENTS OF THE POSITION SHOULD ALSO BE INCLUDED. THE RANKING OFFICER OF THE AGENCY AND THE AGENCY’S RETIREMENT LIAISON OFFICER MUST SIGN THE FORM.

ANY APPLICATION THAT IS NOT COMPLETED CORRECTLY WILL BE RETURNED. NO ACTION WILL BE TAKEN ON THE APPLICATION UNTIL ALL APPLICATION REQUIREMENTS HAVE BEEN MET.

If you have any questions or concerns regarding this form and/or the procedure for evaluating positions for possible inclusion in the Police and Firemen’s Retirement Fund, please contact Charyl Lacombe, Manager of Employer Services at (775) 687-4200 extension 228.

APPLICATION FORM FOR "POLICE OFFICER"
PUBLIC EMPLOYEES RETIREMENT SYSTEM OF NEVADA
693 WEST NYE LANE
CARSON CITY, NV 89703
(775) 687-4200

PUBLIC EMPLOYER: Clark County Juvenile Justice Services

POSITION TITLE: Manager

1. Does this position have peace officer status?
Yes ☒ The applicable NRS or County Ordinance providing peace officer status is NRS 289.180.
No _____ This position does not have peace officer status.

NOTE: ONLY POSITIONS WITH PEACE OFFICER STATUS ARE RATED FOR POLICE COVERAGE.

2. Is a duty weapon required? Yes _____ No ☒
3. Are Peace Officer Standards and Training required? Yes ☒ No _____
4. Is a physical agility examination required at hire?
Yes ☒ No _____ If yes, provide a copy of the official policy or statute indicating this requirement.
5. Is an annual medical examination required? Yes _____ No ☒
5. Is this position filled only by promotion within the agency/department?
Yes _____ No ☒

I CERTIFY THAT THE PERSON OR PERSONS FILLING THIS POSITION ARE PERFORMING THE DUTIES AS SET FORTH IN THE APPLICATION.


SIGNATURE OF RANKING OFFICER

9/10/25
DATE

Phone # (702) 455-5210

Agency/Address:
CCJJS Director's Office
601 North Pecos Road
Las Vegas, Nevada 89101

I CERTIFY THAT THE JOB DESCRIPTION AND THE CHAIN OF COMMAND, AS PROVIDED WITH THIS APPLICATION, IS FACTUAL.

Anna Danchik
Anna Danchik (Sep 15, 2025 17:44:41 PDT)

Sep 15, 2025

Signature of Retirement Liaison Officer*

Date

*Signature does not constitute an endorsement for coverage in the Police/Fire Fund.

Application for “Police Officer” Coverage

Please indicate if you are requesting approved front-line or promotional coverage.

Approved front-line coverage _____ Promotional coverage X

PROVIDE A COMPLETE LIST OF ALL JOB DUTIES PERFORMED BY THIS POSITION. INCLUDE A DESCRIPTION OF THE SPECIFICS OF EACH JOB DUTY AND IDENTIFY THE PERCENTAGE OF TIME SPENT PERFORMING EACH JOB DUTY. USE ADDITIONAL SHEETS IF NECESSARY.

Supervision and Training of POST-Certified Staff - Managers provide direct supervision of POST-certified juvenile probation officers, juvenile probation supervisors, and POST certified assistant managers. They are part of a promotional series that is composed of Juvenile Probation Officer, Juvenile Probation Supervisor, Assistant Manager, Manager, Deputy Director, and Director. They ensure juvenile probation officers maintain compliance with POST standards, and they are equipped to carry out duties to protect the public. CCJJS Managers oversee community protection initiatives, ensure proper supervision of court orders, officer safety, implementation of new policies and ensuring adherence of Nevada Revised Statute (NRS).

CCJJS Managers review and approve employee annual evaluations, oversee employee progressive discipline, and lead division initiatives. Managers oversee direct care of youth in correctional care and juvenile detention, ensure juvenile arrests follow the law, oversee use of force processes, and ensure compliance of Peace Officer mandated training. Managers oversee employee staffing to ensure officer, youth, and public safety when working out of Juvenile Detention, Sprig Mountain Youth Camp, or Field Probation. 15%

Oversight of Divisions – CCJJS Managers directly oversee operations of Juvenile Detention, a short-term detainment facility (192 bed facility) with a population ranging from 130-220, Spring Mountain Youth Camp is a 100-bed youth commitment facility housing youth from 6 – 12 months, or Field Probation. Each Field Probation center supervises youth on Probation including Court ordered GPS and Home Management

supervision. Managers ensure safety of youth/staff in and out of custody through daily decisions or policy updates. **15%**

Peace Officer Status and POST Duties - The CCJJS Manager position requires Nevada P.O.S.T. Category II certification within one year of hire. This ensures compliance with the Nevada Administrative Code and provides peace officer authority to directly oversee staff engaged in law enforcement functions, including probation supervision, detention security, and youth camp operations. Managers also must maintain required Nevada P.O.S.T. Category II certification. **10%**

Enforcement of State and Federal Laws - Managers ensure compliance with Nevada Revised Statutes governing juvenile justice, juvenile probation, and detention services. They oversee staff responsible for law enforcement functions including supervision of youth on probation, juvenile detention, and compliance of court orders. This involves direct enforcement of court orders and coordination with other law enforcement agencies. **10%**

Protection of the Public from Harm - The Manager provides active and continuous protection of the community by ensuring detained or probation supervised youth comply with court orders and do not pose a risk to public safety. This includes oversight of security protocols, emergency response procedures, and direct collaboration with other law enforcement partners. Managers assist parents/community members navigate grievances and concerns. **10%**

Collaboration with Law Enforcement and Agencies - Managers maintain liaison with the courts, local police, and social services to coordinate responses that protect the community. This interagency collaboration ensures that youth are monitored, rehabilitated, and held accountable in compliance with juvenile justice best practice and safety mandates. **10%**

Emotional and Psychological Stability - The Manager requires emotional resilience to manage violent, traumatic, or emotionally charged environments. Managers must act as mediators, authority figures, and decision-makers under high stress. **10%**

Compliance Oversight - Managers oversee adherence to federal, state, and county mandates governing juvenile justice services, including NRS 62B and NRS 62G. They are responsible for ensuring all law enforcement-related practices align with statutory and regulatory requirements while maintaining public trust and safety. Managers oversee State of Nevada audits, Federal, and nationwide audits such as Performance Based Standards (PBS), Correctional Program Checklist (CPC), and Prison Rape Elimination Act (PREA). **10%**

Emergency and Critical Incident Response – CCJJS Managers are responsible for responding to critical incident command during emergencies such as escapes, assaults, or facility disturbances. This requires physical readiness, POST compliance, and immediate decision-making to safeguard staff, youth, and the public. **5%**

Physical Standards - The CCJJS Manager position requires passing P.O.S.T. pre-agility fitness standards (NAC 289.300) and a pre-employment medical exam. These standards ensure the Manager is physically capable of handling the rigors of detention facility operations, high-stress environments, and potential emergency responses. **5%**

Application for “Police Officer” Coverage

FROM THE LIST OF JOB DUTIES PROVIDED, IDENTIFY THOSE JOB DUTIES THAT INVOLVE THE ACTIVE AND CONTINUOUS PROTECTION OF THE PUBLIC FROM PHYSICAL HARM AND THE ENFORCEMENT OF THE LAWS OF THE STATE OF NEVADA.

Supervision and Training of POST-Certified Staff - Managers provide direct supervision of POST-certified juvenile probation officers, juvenile probation supervisors, and POST certified assistant managers. They are part of a promotional series that is composed of Juvenile Probation Officer, Juvenile Probation Supervisor, Assistant Manager, Manager, Deputy Director, and Director. They ensure juvenile probation officers maintain compliance with POST standards, and they are equipped to carry out duties to protect the public. CCJJS Managers oversee community protection initiatives, ensure proper supervision of court orders, officer safety, implementation of new policies and ensuring adherence of Nevada Revised Statute (NRS).

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Peace Officer Status and P.O.S.T Duties - The Manager position requires Nevada P.O.S.T. Category II certification within one year of hire. This ensures compliance with the Nevada Administrative Code and provides peace officer authority to directly oversee staff engaged in law enforcement functions, including probation supervision, detention security, and youth camp operations. Managers also must maintain required Nevada P.O.S.T. Category II certification.

Enforcement of State and Federal Laws - Managers ensure compliance with Nevada Revised Statutes governing juvenile justice, juvenile probation, and detention services. They oversee staff responsible for law enforcement functions including supervision of youth on probation, juvenile detention, and compliance of court orders. This involves direct enforcement of court orders and coordination with other law enforcement agencies.

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FROM THE LIST OF JOB DUTIES PROVIDED, IDENTIFY THOSE JOB DUTIES THAT REQUIRE PHYSICAL STAMINA, EQUILIBRIUM, STRENGTH AND FLEXIBILITY.

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Early retirement corresponds to the physical and emotional requirements of protecting the public from physical harm. In this regard, Law Enforcement Officers deal with many aspects of human behavior. For example, they play the “roles” of marriage counselor, lawyer, mediator, and authority figure. They are caught in the middle of many disputes and are often powerless to resolve them. In the field, they never know how a suspect may react and must always deal with the element of the unknown. Based on this aspect of the position, FROM THE LIST OF JOB DUTIES PROVIDED, IDENTIFY THOSE JOB DUTIES THAT REQUIRE EMOTIONAL STABILITY.

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Does the agency require a psychological evaluation at hire? Yes

How many members of staff are currently employed in this position? 4

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Do all members of staff employed in this position perform all of the job duties identified? Yes ☒ No _____

If no, explain how members of staff are rotated to different job duties within the position.

LIST ALL FEDERAL, STATE AND LOCAL GOVERNMENT AGENCIES WITH WHICH THIS POSITION MAY COLLABORATE.

1. Las Vegas Metropolitan Police Department
2. North Las Vegas Police Department
3. Henderson Police Department
4. Boulder City Police Department
5. State of Nevada Attorney General's Office
6. Clark County Park Police
7. Clark County School District Police
8. Nevada Highway Patrol
9. State of Nevada Youth Parole
10. Nye County Juvenile Probation
11. State of Nevada Division of Child and Family Services
12. Eighth Judicial Court
13. Clark County Family Services
14. Clark County Department of Community and Clinical Services
15. Clark County Social Services
16. Various Law Enforcement Agencies from other States to handle Interstate Compact Probation supervision requests and transport to other states

LIST THE PERSON(S) AND THEIR DAYTIME PHONE NUMBERS, WHO MAY BE CONTACTED IF THERE ARE QUESTIONS REGARDING THE INFORMATION PROVIDED.

Name: John Muñoz Phone: (702) 455-5210

Name: Alfred Kermode Phone: (702) 455-5210

Name: Danilo Chavarria Phone: (702) 455-5210

PERS Police Coverage Application - DJJS Manager

Final Audit Report

2025-09-15

Created:	2025-09-15 (Pacific Daylight Time)
By:	Jim Cornman (jim.cornman@clarkcountynv.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAABuVieYq4_wo_ik860s0zEb0uJPvkEmKz

"PERS Police Coverage Application - DJJS Manager" History

-  Document created by Jim Cornman (jim.cornman@clarkcountynv.gov)
2025-09-15 - 5:24:12 PM PDT- IP address: 198.200.132.41
-  Document emailed to Anna Danchik (anna.danchik@clarkcountynv.gov) for signature
2025-09-15 - 5:25:51 PM PDT
-  Email viewed by Anna Danchik (anna.danchik@clarkcountynv.gov)
2025-09-15 - 5:26:02 PM PDT- IP address: 62.10.205.4
-  Agreement viewed by Anna Danchik (anna.danchik@clarkcountynv.gov)
2025-09-15 - 5:44:10 PM PDT- IP address: 198.200.132.41
-  Document e-signed by Anna Danchik (anna.danchik@clarkcountynv.gov)
Signature Date: 2025-09-15 - 5:44:41 PM PDT - Time Source: server- IP address: 198.200.132.41
-  Agreement completed.
2025-09-15 - 5:44:41 PM PDT