
**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 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 - The Clark County Juvenile Justice Services (CCJJS) Deputy Director oversees the work, training, and development of State of Nevada Peace Category II Peace Officers; including juvenile probation officers, juvenile probation supervisors, assistant managers, and 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.

Deputy Directors oversee multiple divisions including Field Probation, Juvenile Detention, Spring Mountain Youth Camp, Professional Standards Unit, and the Clark County Juvenile Justice Services (CCJJS) training unit. They ensure CCJJS employees maintain compliance with State of Nevada POST standards and are fully equipped to carry out duties protecting the public. They oversee direct care of youth in correctional care and juvenile detention, ensure arrests meet established parameters, oversee use of force review, and Peace Officer mandated training. Deputy Directors ensure Nevada Revised Statutes (NRS), Nevada Administrative Code (NAC), Juvenile justice standards, and public safety standards are met or exceeded. 15%

Oversight of Divisions – Deputy Directors oversee multiple Divisions within CCJJS such as: Juvenile Detention, a short-term detainment facility (192 bed facility) with a population ranging from 130-220, Spring Mountain Youth Camp (a 100-bed youth commitment facility housing youth from 6 – 12 months), or Field Probation. Each

probation center supervises youth on Probation including Court ordered GPS and Home Management supervision. Deputy Directors ensure the safety of youth/staff in and out of custody through daily decisions or policy updates. **15%**

Peace Officer Status and POST Duties - The Deputy Director position requires capability of passing Nevada P.O.S.T. pre-agility Fitness Standards (NAC 289.300) and P.O.S.T. Category II or higher certification. This ensures compliance with law enforcement standards and provides authority to oversee staff engaged in probation supervision, juvenile detention, and general juvenile justice operations. Deputy Directors also must maintain required Nevada P.O.S.T. Category II certification. **10%**

Enforcement of State and Federal Laws - The Deputy Director ensures CCJJS compliance with Nevada Revised Statutes governing juvenile justice, including NRS 62B and NRS 62G. This role oversees field probation, juvenile detention, Spring Mountain Youth Camp, CCJJS training, investigations, and lead intervention programs that directly enforce court orders and State of Nevada mandates for public safety. **10%**

Protection of the Public from Harm - The CCJJS Deputy Director protects the public by ensuring detained or supervised youth comply with court mandates, minimizing risks to community safety. They have oversight of detention operations, Field Probation, and Spring Mountain Youth Camp. Deputy Directors oversee security protocols directly prevent harm to staff, youth, and the public. **10%**

Collaboration with Law Enforcement and Agencies - The CCJJS Deputy Director maintains liaison with law enforcement, the courts, schools, social services, and various social services. These partnerships ensure coordinated enforcement of court orders and delivery of services that support both juvenile rehabilitation and public safety. **10%**

Emotional and Psychological Stability - The Deputy Director demonstrates emotional resilience to manage violent, traumatic, or highly charged environments. The role requires making critical decisions in unpredictable circumstances and under time

pressure. CCJJS operates a Juvenile Detention Center, Spring Mountain Youth Camp, and Field Probation. 10%

Compliance Oversight and Accountability - The Deputy Director ensures departmental compliance with federal, state, and county mandates, including juvenile justice regulations, State of Nevada POST requirements, and juvenile justice best practice. This oversight protects the integrity of juvenile justice operations and maintains public trust in the juvenile justice system. CCJJS Deputy Directors 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%**

Physical Standards - The Deputy Director position requires capability of initially meeting P.O.S.T. physical agility standards and passing a medical examination. These requirements confirm the Deputy Director is physically able to manage high-risk environments and respond to emergencies that may arise in juvenile justice facilities and field probation. **5%**

Emergency and Critical Incident Response - The Deputy Director assumes leadership during facility disturbances, escapes, assaults, or other emergencies. This responsibility requires law enforcement readiness, decision-making authority, and coordination with local Southern Nevada police agencies to ensure safety and order. **5%**

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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.

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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? 2

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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 Deputy Director

Final Audit Report

2025-09-15

Created:	2025-09-15 (Pacific Daylight Time)
By:	Jim Cornman (jim.cornman@clarkcountynv.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAl-nUDTBfweNFjzKAHH2sLP8gIKsN86o

"PERS Police Coverage Application - DJJS Deputy Director" History

-  Document created by Jim Cornman (jim.cornman@clarkcountynv.gov)
2025-09-15 - 5:21:55 PM PDT- IP address: 198.200.132.41
-  Document emailed to Anna Danchik (anna.danchik@clarkcountynv.gov) for signature
2025-09-15 - 5:22:40 PM PDT
-  Agreement viewed by Anna Danchik (anna.danchik@clarkcountynv.gov)
2025-09-15 - 5:45:00 PM PDT- IP address: 198.200.132.41
-  Document e-signed by Anna Danchik (anna.danchik@clarkcountynv.gov)
Signature Date: 2025-09-15 - 5:45:10 PM PDT - Time Source: server- IP address: 198.200.132.41
-  Agreement completed.
2025-09-15 - 5:45:10 PM PDT