

DEPARTMENT OF MILITARY AFFAIRS
Lincoln's ChalleNGe Academy

CAREER OPPORTUNITY ANNOUNCEMENT
Personal Services Contract

POSITION TITLE: CADRE TEAM LEADER (ATL)
SALARY: \$3,009/MONTH
WORKSHIFT: Determined by the Cadre Shift Supervisor
LOCATION: Rantoul, IL
LCA #21-003

AREA OF CONSIDERATION: N/A

EXAMPLE OF WORK: Under the immediate supervision of the Cadre Shift Supervisor (Team Leader), performs routine custodial and developmental functions at the Lincoln's Challenge Academy, maintains order and safety of assigned cadets; obtains specialized experience and assists the Cadre Shift Supervisor in care and training of cadets. Other responsibilities to include, but not limited to, the following:

- Supervises the daily activities of cadets including eating, recreational, instructional, and work activities; discusses behavior problems of cadets with the Cadre Shift Supervisor (Team Leader); responsible for successful training of all Pre-Challenge LOI tasks and required Cadet Tracking System data entry, implements disciplinary measures when necessary for training and control. Physically restrains cadets with aggressive behavior to restore order in accordance with policy and procedure when necessary. Maintains general safety and control of cadets; makes routine fire safety checks and performs health and welfare inspections.
- Applies military training principles and practices in guiding and training cadets; obtains practical experience in meeting the needs and addressing the problems of cadets. Provides counseling to cadets as required; evaluates cadet progress and prepares reports; prepares daily student accountability records. Reports discrepancies to the Cadre Shift Supervisor (Team Leader).
- Trains assigned cadets in Drill & Ceremony as well as Physical Training. Identifies problems and addresses on the spot corrections to cadets. Instructs cadets in the use of tools and working techniques for work projects; promotes cooperation and teamwork during instructional work and recreational activities. Performs other duties as required or assigned which are reasonably within the scope of duties enumerated above.

REQUIREMENTS: Must acquire and maintain a Common Access Card issued by Department of Defense for computer and building access.

For Military Applicants:

Requires completion of High School or GED. Requires three (3) years progressive military experience. Requires satisfactory completion of a four year active military service tour or a six year National Guard or Reserve component enlistment or tour. Prior military personnel must have received an honorable discharge from the military service. Completion of Warrior Leadership Course (WLC) or the military equivalent course preferred.

(LCA # 21-003 continued)

For Non-Military Applicants:

- Requires completion of High School or GED. Requires six years direct experience working with or leading at-risk adolescents/teen agers in non-for profit, governmental or faith based settings such as youth services, social services, education or law enforcement agencies.
- Requires associate's degree in a related field. Requires four years direct experience working with or leading at-risk adolescents/teen agers in non-for profit, governmental or faith based settings such as youth services, social services, education or law enforcement agencies.
- Requires a bachelor's degree in a related. Requires two years direct experience working with or leading at-risk adolescents/teen agers in non-for profit, governmental or faith based settings such as youth services, social services, education or law enforcement agencies.
- Must be willing to adhere to organizational grooming standards and present a professional appearance while wearing organizational issued, activity appropriate attire while on shift.

KSA's: Requires or be willing to learn knowledge of military structure and procedures (Drill and Ceremony, Physical Fitness, Customs & Courtesies). Requires the ability to manage a team and maintain a military style atmosphere conducive to the development of cadets. Requires the ability to establish patterns of communication with cadets and present written and/or oral reports. Requires physical strength and ability to carry out physical restraint procedures when necessary. Requires the ability to analyze and evaluate the progress and development of assigned cadets and possess the ability to use and teach the usage of simple household or hand tools. Requires a valid Illinois driver's license and the ability to obtain a CDL driver's license within six (6) months from date of employment.

ALL APPLICATIONS MUST BE COMPLETE: Those applications that are received missing any required information or documents will **NOT** be considered. Prior military personnel must attach a copy of their DD214 to their application.

DOCUMENTS THAT CANNOT BE ACCEPTED: Photographs, copies of position descriptions, performance ratings, awards, and letters of appreciation.

EMPLOYMENT STIPULATIONS: This is an announcement for a Personal Services Contract for the Lincoln's Challenge Academy and the State of Illinois. At this time, this contract does not provide for medical, dental or life insurance and state retirement plans are not available. Specific questions regarding benefits should be directed to the point of contact on this announcement.

EQUAL OPPORTUNITY: The Lincoln's Challenge Academy is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, member or non-membership in an employee organization or any other non-merit factor.

WHERE TO SUBMIT: Applications must arrive no later than the closing date specified on this announcement. Call or e-mail and receive a DMAIL-LCA Form 210 (Employment Application) and a Release of Information Form, or obtain documents at our website: **www.lincolnschallenge.org**
Mail, email or fax documents to:

Lincoln's Challenge Academy
ATTN: James M. Campbell, Sr., Human Resource Manager
212 W. Borman Avenue
Rantoul, IL 61866
(217) 761-1302
FAX: (217) 892-1385
james.m.campbell26.ctr@mail.mil

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