



Twin Falls County Lateral-Court Security Deputy

SALARY	\$30.08 - \$33.38 Hourly	LOCATION	Twin Falls County, ID
JOB TYPE	Full-time	JOB NUMBER	202500087
DEPARTMENT	Sheriff - Detention	DIVISION	Court Security
OPENING DATE	10/02/2025	CLOSING DATE	10/16/2025 10:00 PM Mountain

Position Information

Applicants must be certified in Idaho Patrol or Detention to be considered for this position.

APPLY ONLINE AT www.twinfallscounty.org

Job Description

CLASSIFICATION SUMMARY:

The principal function of an employee in this class is to ensure the security of the Judicial Building providing a safe environment for employees and the public. Duties normally consist of performing searches of persons and property entering the Judicial Building, coordinating courtroom schedules, and generally, enforcing the law within the building. The work is performed under general guidance of a Staff Sergeant. Some latitude is granted to the employee for independent judgment and initiative but work is subject to stringent state and county legal guidelines. The principal duties of this class are performed in an indoor work environment in which the employee must remain alert to surroundings and placement of people.

Duties / Responsibilities

ESSENTIAL DUTIES AND RESPONSIBILITIES *(illustrative only and may vary by assignment)*

- Enforces state and local laws and ordinances to provide safety and security to staff, jurors, visitors and in-custody inmates;
- Monitors persons entering the Judicial Building through a security post, performs searches of persons and property following Sheriff's Office policies and procedures;
- Operates security screening equipment including, but not limited to, x-ray and metal detection equipment;
- Performs interior and exterior security patrols of courthouse complex;
- Maintains various daily and weekly logs according to department policies and procedures;
- Impounds or seizes designated contraband items including, but not limited to, weapons and narcotics;
- Prepares reports following department policies and procedures;
- Prevents disruptive and/or potentially disruptive persons from entering the Judicial Building and court rooms; may remove disruptive people from the area;
- Coordinates courtroom scheduling;
- Conducts paper service and warrant arrests within the building;

- Escorts inmates to and from Court hearings;
- Responds to judges special requests;
- Sets-up courtroom for trials and special hearings;
- Monitors in-court cameras;
- Coordinates security tasks with various divisions, departments, agencies and county offices as needed;
- Keeps immediate supervisor fully and accurately informed concerning work progress, including present and potential work problems and suggestions for new or improved ways of addressing such problems;
- Communicates and coordinates regularly with appropriate co-workers to maximize the effectiveness and efficiency of interdepartmental operations and activities.
- Maintains strict confidentiality in all cases;
- Interacts with County employees, customers, visitors and the general public effectively and professionally.

SECONDARY DUTIES AND RESPONSIBILITIES:

- Assists in all areas of law enforcement as needed;
- Assists jail staff with transports, bookings and intakes;
- Tracks handcuffs and leg irons;
- May work after regular hours for scheduled event
- Performs other duties as assigned.

Qualifications

CLASSIFICATION REQUIREMENTS:

The requirements listed below are representative of the minimum knowledge, skill, and/or ability required for an individual to satisfactorily perform each essential duty and be successful in the position.

Knowledge of:

- Methods, techniques, tools, and objectives of ensuring public, court employee, and public safety and security;
- Basic law enforcement methods, techniques, equipment, and objectives;
- Court and related legal procedures and processes;
- Officer safety skills including defensive tactics and arrest techniques;
- Standard First Aid administration;
- Security equipment, including firearms, metal detection and screening methods and equipment, and related equipment;
- Customer service methods, techniques, and objectives.

Skill and Ability to:

- Provide and ensure public and general courthouse safety and security;
- Work independently as well as in teams;
- Understand and apply departmental, state, and local law enforcement procedures, policies, rules, and regulations;
- Analyze situations quickly and objectively, to recognize actual and potential dangers, and to determine proper course of action;
- Cope with stressful situations calmly, fairly, tactfully, and with respect for individual rights;
- Establish and maintain effective relations with fellow employees, with citizens with varied racial, religious, ethnic or economic backgrounds, and with other law enforcement agencies;
- Demonstrate proficiency in the use and care of firearms;
- Demonstrate proficiency in the exercise of defensive tactics;
- Operate a motor vehicle or other vehicles associated with assignment;
- Operate a personal computer including program applications appropriate to assigned duties;
- Operate radio, audio and video equipment, and related specialized enforcement equipment;
- Prepare accurate and grammatically correct written reports;
- Maintain a moderate level of physical fitness to perform essential job functions;
- Keep immediate supervisor and designated others fully and accurately informed of work progress, including present and potential work problems, and suggestions for new or improved ways of addressing such problems;
- Uphold the Law Enforcement Code of Ethics at all times;

- Respond to citizen requests in a courteous and effective manner;
- Use English to communicate effectively with others.
- Listen carefully to, understand, and effectively communicate through oral, written, and interpersonal communication channels.
- Follow verbal and written instructions.
- Use good judgment to make sound and reasonable decisions and problem-solving skills to respond to customer service needs in accordance with laws, ordinances, regulations and established policies.
- Maintain a professional demeanor at all times;
- Perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines;
- Demonstrate integrity and ingenuity in the performance of assigned tasks and solving problems;
- Perform all duties in accordance with County policies and procedures with regard for personal safety and that of other employees and the public.
- Maintain confidentiality.

ACCEPTABLE EXPERIENCE AND TRAINING:

- High school diploma or GED equivalency is required, and
- Successful completion of the Department's Field Training Program; and
- At least six months detention or other law enforcement experience; and
- Idaho Driver's License is required; and
- Idaho POST Detention certification is required; or
- An equivalent combination of education and experience that provides the required skills, knowledge and abilities to successfully perform the essential functions of the position may be considered.
- Must successfully pass background investigation relevant to the position and remain in good standing for the duration of employment with the County.

PHYSICAL DEMANDS & WORK ENVIRONMENT:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this classification. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this classification, the employee must have sufficient physical and mental capability to remain alert to surroundings and placement of people and perform visual surveillance, to communicate effectively, discern noises that may require investigation and perform telephone and radio communication. Sufficient visual acuity is required to permit the employee to comprehend written documents, discern x-ray images on a screen, monitor cameras and perform searches of persons and property. The employee is constantly required to stand, sit, bend, stoop, grasp and reach repeatedly with the potential to physically apprehend and restrain an individual if needed. The employee may be confronted with dangerous and life-threatening situations.

Employer

Twin Falls County

Address

P.O. Box 126

Twin Falls, Idaho, 83303

Phone

208-736-4174

Website

<http://www.twinfallscounty.org>