TO: All Interested Correctional Staff
FROM: Jeff Johnsen, Chief of Operations
SUBJECT: Specialized Tactical Training Announcement

DATE: May 21, 2019

Posting Date: Wednesday, May 22, 2019
Tracking Number: CCDOC-2019-003 Post Announcement – Specialized Tactical Training

Pursuant to Article N – Specialized Training of the Sheriff’s Employment Action Manual (SEAM), applications will be distributed to receive specialized tactical training within the Cook County Department of Corrections (“CCDOC”), to be utilized on an as needed basis.

Note: This employment action will not result in a transfer, but receiving specialized tactical training. Those Officers and Supervisors receiving training will remain in their current/bided assignment, shift and detail however, they may be temporarily detailed to work any shift and/or detail on an as needed basis.

Although this employment action will not result in a transfer, but receiving specialized tactical training, the procedures outlined in Article N of the SEAM will be followed.

Summary
The Cook County Department of Corrections is seeking sworn Correctional staff in excellent physical condition to train and assist tactical Officers and Supervisors, as needed. Chosen staff, based upon seniority, will receive specialized tactical training and will be utilized on an as needed basis ready to perform 24 hours a day, 7 days a week. These Officers and Supervisors who receive training will remain in their current bided/assignment, shift and detail but may be temporarily detailed to work any shift and/or detail on an as needed basis.

NOTE: Any Officers or Supervisors interested in applying for future full time positions on the Emergency Response Team must have completed this training to be eligible.

Responsibilities may include, but are not limited to, the following:
- Respond to all types of emergencies (i.e. disturbances, fire evacuations, escapes, natural disasters, etc.).
- Mass movement of inmates.
- High risk movement of inmates.
- Securing inmates in proper restraints for transports.
- Contraband searches.
- Assistance with transportation of inmates to court, the Illinois Department of Corrections, outlying counties, Fantus Clinic and/or any medical transport as needed.
- Responsible for searching inmates prior to departure from the CCDOC, court, medical, outlying counties and/or any other movement.
- Accountability for all equipment assigned to each transport run, including vehicle.
- Accountability for vehicle inspection prior to and after each transport run(s).
- Accountability for obeying all city(s), county(s) and state driving laws.
Minimum Qualifications
Applicants that fail to meet any one of the following minimum qualifications listed below will be deemed “Not Qualified”:

- Must successfully complete and submit an application in accordance with the Applications Instructions listed below.
- Must have a minimum of one (1) year of service as a Correctional Officer or Correctional Supervisor in any Cook County Department of Corrections division/unit. **Probationary Correctional Officers are deemed not eligible.**
- Must be in possession of a valid Driver’s License. (Copy of valid Driver’s License will be requested at the submission of application)
- Must be in possession of a valid Firearm’s Owners Identification Card. (Copy of valid Firearm’s Owners Identification Card will be requested at the submission of application)
- Must be in Deputized and authorized to carry a weapon status. (Copy of deputy card, reflecting deputized status, will be requested at the submission of application)
- Must not have a total of four (4) or more suspension days for a single infraction within the previous eighteen (18) months as a result of discipline from his or her original Department or from OPR.

Requirements
- Participate successfully in all specialized tactical training afforded.
- Must not have any operational conflicts, which will prevent participation in the specialized tactical training and/or assignments.
- Must be available for assignments on an **as needed basis** 24 hours a day, 7 days a week.
- Must be available to travel for training, if necessary.
- Must be medically cleared to participate in physical conditioning training and strenuous physical activity.
- Successfully complete afforded training program(s).
- Must be able to participate in meetings, which will take place either an hour before or after current detail assignment.
- Must be able to work all assigned tasks and be reassigned at any time.
- Failure to participate in functions (i.e. meetings, trainings or special assignments) three times in a twelve month period will result in removal from further training.
- Must maintain all Minimum Qualifications listed within this posting announcement.

Application Instructions

- Application Packets will be available on the Sheriff’s Website under Employment tab - Internal Sworn Employment Opportunities and on Sherifffnet on the main page and corrections page under Employment Opportunities.

- Application must be completed in its entirety and will include the following information of the applicant:
  - Last Name
  - First Name
  - Star Number
  - Gender
  - Date of Birth
  - Age
  - Current Divisional/Unit assignment
  - Current Shift
  - Current Detail
  - Start Date
  - Signature
  - No Political Consideration Certification
Certification of Physical Fitness form must be completed in its entirety and will include the following information to be executed by Physician:

- Name of Patient
- Date
- Physician’s Signature
- Name (printed)
- Complete Address
- Phone Number
- Physician’s License Number

Completed memorandum from Applicant requesting consideration for the specialized tactical training.

**Completed Application Packets must be emailed to the following email address no later than 1500 hrs. Wednesday, June 5, 2019:**

ccso.ert@cookcountyil.gov

Application Packets will not be accepted outside of the date and time listed above.

- Any Correctional Officer or Correctional Supervisor that fails to submit a fully completed application packet will not be considered for the specialized tactical training opportunity.

**Selection Process**

- Upon being deemed “Qualified” after the application process, candidates will be selected to receive specialized tactical training on a seniority basis determined upon respective rank(s).

For further information regarding the above process, please refer to the SEAM, Section N – Specialized Training, which is posted on the Cook County Sheriff’s website: www.cookcountysheriff.org.

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<th>Printed Name:</th>
<th>Department Head or Designee’s Signature:</th>
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<tr>
<td>Jeff Johnsen</td>
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**SIGNATURE:**

cc: All CCDOC Assistant Executive Directors
    All CCDOC Superintendents
    Marie Rangel, Director, Sheriff’s Bureau of Training and Education
    Matthew Burke, Interim Executive Director, Human Resources
    Robert Egan, Compliance Officer CCSO
    Lt. K. Mandt, Chief Union Steward (AFSCME–Lts)
    Sgt. R. Bouatte, Chief Union Steward (AFSCME–Sgts)
    Oife. M. Robinson, Chief Union Steward (Teamsters)
    File