



County of Sonoma
Volunteer Program



Human Resources Department
Volunteer Division
575 Administration Dr., Suite 117C, Santa Rosa, CA 95403
(707) 565-2821 Fax: (707) 565-3565 volunteer@sonoma-county.org

JOB DESCRIPTION

Office Use Only Dept. Code: 4420	Recruitment Requested: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> Pre-Screening Requested: YES <input type="checkbox"/> NO <input type="checkbox"/>	Date: 2/14/2023 Updated: 2/15/2023
Job Title: Haircutter		Number of Positions: 1
Department: Probation		Division: Juvenile Hall
Program: Juvenile Hall		Address of Position: 7425 Rancho Los Guilicos rd., Dept.
PURPOSE		
Brief description of the program: Juvenile Hall is a residential detention facility for justice involved youth up to the age of 25.		
JOB DESCRIPTION		
Specific tasks and responsibilities of the volunteer: We are looking for a licensed hairdresser/barber to provide haircuts once a week or once every two weeks, for 2-6 hours per week. The haircutter will bring in their own supplies to use in the facility. The supplies will be accounted for upon entering/exiting the facility and will be accounted for when moving from unit to unit. The haircutter will always be supervised by a JCC staff while in the facility.		
QUALIFICATIONS		
Required skills, abilities, education levels, or other qualifications necessary for the job: Must provide a valid Barber or Cosmetology license. An ideal candidate is someone willing to work with at risk people, who can roll with an ever-changing environment in a detention setting. Must be willing to go through a background check with fingerprints. Additional facility training will follow the clearance of fingerprints. Professionalism & confidentiality of the residents is a priority.		

TIME COMMITMENT

Number of hours per week: 2-6 hours

Set required schedule: Yes No **If yes, list hours/days per week:**

Ongoing Position **Special Project** **If special project, estimated # of hours** _____ **date of completion** _____

Minimum length of commitment needed from volunteer: 1 year, preferably on going.

BENEFITS TO VOLUNTEER

Specific training and/or experience the volunteer will receive: Facility Orientation on interacting with residents, some facility operations (alarms/mandated reporting/etc), and on-going trainings such as PREA.

ADDITIONAL JOB REQUIREMENTS

- Confidentiality
- Background check
- Dress codes
- Valid CA driver's license if work requires driving a County or personal vehicle. Photocopy for file.
- Proof of Auto Insurance if driving a personal vehicle on County business. Photocopy for file.
- Physical Requirements
- Other

Will volunteer be driving a County car? YES NO

How Often?

Will volunteer be required to use own vehicle? YES NO

How Often?

Will volunteer operate any other machinery? YES NO

If so, what? Haircutting supplies, shears, guards, scissors, etc.

Supervisor's Name: Chai Walin/ Julie Tabsharani

Phone: 707-565-8391

Supervisor's Title: Program Supervisor/ Volunteer Coordinator

Email: Julie.tabsharani@sonoma-county.org
Fax:

FOR RISK MANAGEMENT USE ONLY

Reviewed and Approved

Comments:

Denied

Reason:

Risk Management Signature:

Date of Signature: