

## 2-01-530 Module Team Leader

**RESPONSIBLE TO:** Watch Sergeant, Field Sergeant, and Supervising Line Deputy

**WORK SCHEDULE:** Five day post (0700-1500; 1500-2300)

### GENERAL DUTIES:

The Module Team Leader is responsible for assisting the supervisors in coordinating the operations of the module they are assigned to. These responsibilities are assigned and performed in conjunction with the other assigned duties such as a prowler, ranger, and/or training officer.

### SPECIFIC DUTIES:

- Coordinate with other assigned personnel to accomplish the module daily duties, e.g., inmate security checks, chow reliefs, and supervising inmate meals.
- Identify issues regarding maintenance and cleanliness within their assigned module and coordinate the resolution of those issues.
- Communicate and coordinate with the other module team leaders to enhance the overall operation of North Facility.
- Take a proactive stance relative to the security and safety of the inmates and staff assigned to the module through the following measures:
  - Identifying “shot callers”
  - Cultivating informants
  - Identifying and attempting to diffuse inmate tensions and other potential problems
  - Locating and confiscating weapons and other contraband
- Responsible for communicating with the supervisors regarding non-routine inmate movement that takes place with the dorm, module or between other modules.
- Work in conjunction with Operation Safe Jails (OSJ) regarding inmate housing locations.

### RESPONSIBILITIES OF EVERY DEPARTMENT MEMBER:

*All personnel are expected to assist inmates seeking available programs offered throughout the Los Angeles County Sheriff's Department (LASD) jail system, including Education Based Incarceration (EBI). All inmates are issued a copy of jail rules and regulations and subject to discipline for violating those rules. It is extremely important the actions of all Department members are predicated on upholding respect and professionalism, even in situations where authoritative action or force is required.*

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