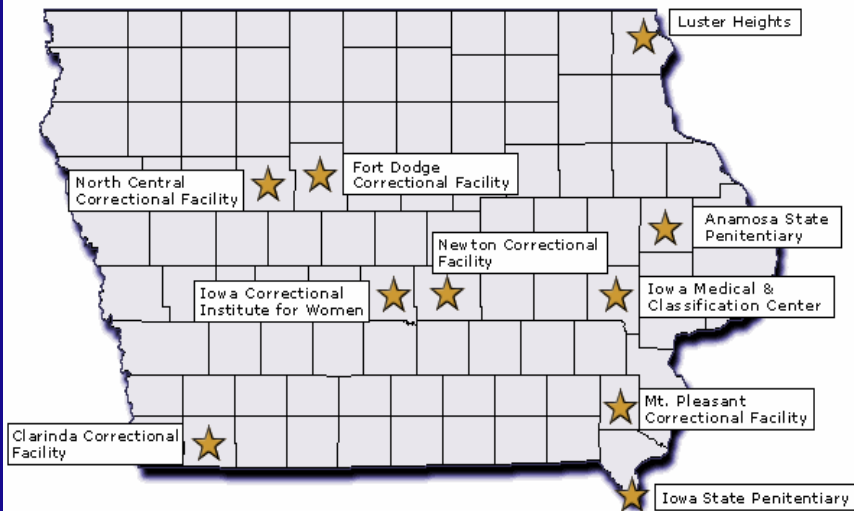


Iowa Department of Corrections



www.doc.state.ia.us

An Equal Opportunity / Affirmative
Action Employer



John Baldwin, Director

Vision:

**An Iowa With No
More Victims**

About The Department

The Department of Corrections is a public safety agency within the executive branch of state government charged with the supervision, custody, and correctional programming of convicted adult offenders who are sentenced by the state courts for a period of incarceration in state prisons.

Iowa's adult correctional system carries out its charge of protecting the public through a continuum of evidence-based services and interventions. This continuum of offender services is designed with recognition of the ultimate release of most offenders. The effective and efficient management of offenders in accordance with their risk and criminogenic need (those needs that contribute to criminality) is accomplished through targeted programming, release preparation, and transition services back into the community.

The Department operates 9 Prisons, 10 Prison Farms, and 24 Community-Based Correctional Facilities. We employ 2,700 staff at the prisons, which are responsible for the supervision, custody and treatment of approximately 8,500 offenders.



How to Apply

The Department of Corrections lists all job openings and internship opportunities on the Department of Administrative Services Website, which can be accessed at http://das.hre.iowa.gov/state_jobs.html

If you are interested in job vacancies at a particular prison, please use the contact information included in this brochure.

Loan Forgiveness

The State of Iowa Nursing Education Loan Forgiveness Program helps address Iowa's nursing shortage by repaying the student loans of nursing professionals agreeing to work in Iowa upon graduation.

A borrower of a Federal Perkins Loan is eligible to have up to 100 percent of the loan cancelled for serving full-time as a correctional officer.

The recently enacted College Cost Reduction and Access Act (CCRAA) creates a new loan forgiveness option for borrowers who hold public service jobs.

<http://www.studentloan.org/Manage-Your-Loan/Forgivable-Loans/Nursing/Federal-And-State-Loan-Forgiveness.aspx>

<http://www.studentaid.ed.gov/repay-loans/forgiveness-cancellation/charts/public-service>

IOWA DEPARTMENT OF CORRECTIONS POSITION LISTING AND PAY RANGES

Position	Annual Pay Range
ACCOUNTANT 2	\$42,286.40 - \$64,272.00
ACCOUNTANT/AUDITOR 1	\$35,900.80 - \$52,977.60
ACCOUNTING CLERK 2	\$28,808.00 - \$41,953.60
ACCOUNTING TECHNICIAN 2	\$32,905.60 - \$48,193.60
ACCOUNTING TECHNICIAN 3	\$37,481.60 - \$55,536.00
ACTIVITIES SPECIALIST 2	\$46,321.60 - \$70,574.40
ADMIN ASSISTANT 1	\$34,340.80 - \$50,523.20
ADMIN ASSISTANT 1	\$33,342.40 - \$49,046.40
ADMIN ASSISTANT 2	\$39,561.60 - \$58,156.80
ADMIN LAW JUDGE 2	\$78,540.80 - \$111,820.80
BUDGET ANALYST 2	\$42,286.40 - \$64,272.00
BUDGET ANALYST 3	\$49,940.80 - \$77,459.20
CANTEEN OPERATOR 2	\$32,905.60 - \$48,193.60
CHAPLAIN	\$45,635.20 - \$69,201.60
CLERK-SPECIALIST	\$29,952.00 - \$43,950.40
CLINICAL DIETITIAN	\$42,286.40 - \$64,272.00
COMMUNICATIONS TECHNICIAN 3	\$44,220.80 - \$67,038.40
CORRECTIONAL BLDG SVCS COORD	\$37,481.60 - \$55,536.00
CORRECTIONAL COUNSELOR	\$45,635.20 - \$69,201.60
CORRECTIONAL FARM MANAGER	\$40,809.60 - \$61,048.00
CORRECTIONAL FOOD SERVICE COORD	\$39,561.60 - \$58,156.80
CORRECTIONAL OFFICER	\$37,481.60 - \$55,536.00
CORRECTIONAL SECURITY DIRECTOR	\$58,968.00 - \$90,771.20
CORRECTIONAL SECURITY MANAGER	\$48,464.00 - \$75,192.00
CORRECTIONAL SUPERVISOR 1	\$42,931.20 - \$65,062.40
CORRECTIONAL SUPERVISOR 2	\$47,091.20 - \$71,656.00
CORRECTIONAL TRADES LEADER	\$42,541.60 - \$55,536.00
CORRECTIONAL TREATMENT DIRECTOR	\$58,968.00 - \$90,771.20
CUSTODIAL WORKER	\$24,419.20 - \$34,548.80
DENTAL ASSISTANT	\$28,808.00 - \$41,953.60
DENTAL HYGIENIST	\$40,809.60 - \$61,048.00
DENTIST	\$83,844.80 - \$119,329.60
DEPUTY CORRECTIONS PROG ADMIN	\$96,491.20 - \$137,196.80
DEPUTY SUPERINTENDENT	\$64,979.20 - \$99,569.60
DIR DEPT OF CORRECTIONS	\$100,840.00 - \$154,300.00
DIR OF ACTIVITIES	\$50,960.00 - \$78,894.40
DRIVER	\$27,622.40 - \$39,873.60
DRUG ABUSE COUNSELOR 2	\$37,481.60 - \$55,536.00
ELECTRICIAN	\$46,318.80 - \$61,048.00
ELECTRICIAN	\$46,318.80 - \$61,048.00
ELECTRONIC ENGINEER TECHNICIAN	\$46,321.60 - \$70,574.40

IOWA DEPARTMENT OF CORRECTIONS POSITION LISTING AND PAY RANGES

Position	Annual Pay Range
ELECTRONIC ENGINEER TECHNICIAN	\$46,321.60 - \$70,574.40
ELECTRONICS TECHNICIAN	\$34,340.80 - \$50,523.20
ELECTRONICS TECHNICIAN	\$34,340.80 - \$50,523.20
EXEC OFF 1	\$48,505.60 - \$73,819.20
EXEC OFF 1	\$47,091.20 - \$71,656.00
EXEC OFF 2	\$55,057.60 - \$85,155.20
EXEC OFF 3	\$63,772.80 - \$98,092.80
EXEC OFF 3	\$61,900.80 - \$95,201.60
EXEC OFF 4	\$76,252.80 - \$108,555.20
FACILITIES ENGINEER 2	\$58,968.00 - \$90,771.20
FARM LEADER	\$32,905.60 - \$48,193.60
FOOD SERVICES ASSISTANT DIR	\$41,059.20 - \$62,379.20
FOOD SERVICES DIRECTOR 2	\$42,931.20 - \$65,062.40
FOOD SERVICES DIRECTOR 3	\$53,456.00 - \$82,659.20
HEALTH SERVICES ADMINISTRATOR	\$189,696.00 - \$269,984.00
HR TECHNICAL ASST	\$31,928.00 - \$46,779.20
HUMAN RESOURCES ASSOCIATE	\$38,396.80 - \$56,451.20
INFO TECH SPECIALIST 2	\$42,286.40 - \$64,272.00
INFO TECH SPECIALIST 3	\$48,505.60 - \$73,819.20
INFO TECH SPECIALIST 4	\$55,057.60 - \$85,155.20
INFO TECH SPECIALIST 5	\$63,772.80 - \$98,092.80
INFO TECH SPECIALIST 5	\$61,900.80 - \$95,201.60
INFO TECH SUPPORT WORKER 2	\$28,808.00 - \$41,953.60
INFO TECH SUPPORT WORKER 4	\$34,340.80 - \$50,523.20
INSTITUTIONAL SUPERINTENDENT	\$64,979.20 - \$130,977.60
INVESTIGATOR 2	\$42,286.40 - \$64,272.00
INVESTIGATOR 3	\$46,321.60 - \$70,574.40
LICENSED PRACTICAL NURSE	\$42,286.40 - \$64,272.00
MAIL CLERK 2	\$26,520.00 - \$38,209.60
MAINTENANCE WORKER 2	\$27,622.40 - \$39,873.60
MANAGEMENT ANALYST 4	\$57,865.60 - \$89,148.80
MEDICAL TECHNOLOGIST	\$40,248.00 - \$59,841.60
NURSE PRACTITIONER	\$66,934.40 - \$102,585.60
NURSE SUPERVISOR	\$56,160.00 - \$86,548.80
NURSERY WORKER 1	\$26,520.00 - \$38,209.60
NURSERY WORKER 2	\$31,428.80 - \$45,947.20
NURSING SERVICES DIRECTOR	\$61,900.80 - \$95,201.60
NURSING UNIT COORDINATOR	\$32,905.60 - \$48,193.60
PHARMACIST	\$63,772.80 - \$98,092.80
PHARMACY ASSISTANT	\$27,622.40 - \$39,873.60
PHARMACY DIRECTOR	\$83,844.80 - \$119,329.60
PHARMACY SUPERVISOR	\$72,820.80 - \$103,625.60

IOWA DEPARTMENT OF CORRECTIONS POSITION LISTING AND PAY RANGES

Position	Annual Pay Range
PHARMACY TECHNICIAN	\$31,428.80 - \$45,947.20
PHYSICIAN	\$92,060.80 - \$245,814.40
PHYSICIAN ASSISTANT	\$66,934.40 - \$102,585.60
PLANT OPERATIONS MANAGER 1	\$41,059.20 - \$62,379.20
PLANT OPERATIONS MANAGER 3	\$50,960.00 - \$78,894.40
POLYGRAPHER	\$49,940.80 - \$77,459.20
POWER PLANT ENGINEER 3	\$38,976.80 - \$50,523.20
POWER PLANT ENGINEER 3	\$38,976.80 - \$50,523.20
POWER PLANT ENGINEER 4	\$42,541.60 - \$55,536.00
POWER PLANT ENGINEER 4	\$42,541.60 - \$55,536.00
PSYCHOLOGIST 1	\$46,321.60 - \$70,574.40
PSYCHOLOGIST 2	\$49,940.80 - \$77,459.20
PSYCHOLOGIST 3	\$55,057.60 - \$85,155.20
PSYCHOLOGY ASSISTANT	\$37,481.60 - \$55,536.00
PUBLIC SERVICE EXECUTIVE 1	\$47,091.20 - \$71,656.00
PUBLIC SERVICE EXECUTIVE 2	\$53,456.00 - \$82,659.20
PUBLIC SERVICE EXECUTIVE 3	\$61,900.80 - \$95,201.60
PUBLIC SERVICE EXECUTIVE 4	\$76,252.80 - \$108,555.20
PUBLIC SERVICE EXECUTIVE 5	\$87,859.20 - \$124,945.60
PUBLIC SERVICE SUPERVISOR 3	\$42,931.20 - \$65,062.40
PURCHASING AGENT 1	\$35,900.80 - \$52,977.60
PURCHASING AGENT 2	\$42,286.40 - \$64,272.00
PURCHASING ASSISTANT	\$29,952.00 - \$43,950.40
RADIOLOGICAL TECHNOLOGIST 1	\$32,905.60 - \$48,193.60
RECEPTIONIST	\$25,459.20 - \$36,233.60
REGISTERED NURSE	\$49,940.80 - \$77,459.20
RESPIRATORY THERAPY TECHNICIAN	\$37,481.60 - \$55,536.00
SAFETY OFFICER	\$42,286.40 - \$64,272.00
SECRETARY 1	\$28,808.00 - \$41,953.60
SECRETARY 2	\$32,905.60 - \$48,193.60
SECRETARY 2	\$31,928.00 - \$46,779.20
SENIOR CORRECTIONAL OFFICER	\$40,809.60 - \$61,048.00
SENIOR STATE INDUSTRIES TECH	\$42,286.40 - \$64,272.00
SOCIAL WORKER 3	\$43,576.00 - \$65,707.20
STATE INDUSTRIES PROD COORD	\$46,321.60 - \$70,574.40
STATE INDUSTRIES SALES REP	\$37,481.60 - \$55,536.00
STATE INDUSTRIES SUPERVISOR	\$48,464.00 - \$75,192.00
STATE INDUSTRIES TECHNICIAN	\$40,809.60 - \$61,048.00
STATISTICAL RESEARCH ANALYST 2	\$40,809.60 - \$61,048.00
STATISTICAL RESEARCH ANALYST 3	\$48,505.60 - \$73,819.20

IOWA DEPARTMENT OF CORRECTIONS POSITION LISTING AND PAY RANGES

Position	Annual Pay Range
STOREKEEPER 2	\$27,622.40 - \$39,873.60
STOREKEEPER 3	\$31,428.80 - \$45,947.20
STOREKEEPER 3	\$31,428.80 - \$45,947.20
TRAINING SPECIALIST 1	\$34,840.00 - \$65,062.40
TRAINING SPECIALIST 2	\$48,464.00 - \$75,192.00
TRANSPORT DRIVER	\$29,952.00 - \$43,950.40
TREATMENT SERVICES DIRECTOR	\$50,960.00 - \$78,894.40
TYPIST-ADVANCED	\$26,520.00 - \$38,209.60
UTILITY WORKER	\$20,633.60 - \$29,099.20

IOWA DEPARTMENT OF CORRECTIONS EMPLOYEE FRINGE BENEFITS

VACATION

Length of employment with the State determines the amount of vacation leave earned, as follows:

0-4 years = 10 days per year	20-24 years = 22 days per year
5-11 years = 15 days per year	25+ years = 25 days per year
12-19 years = 20 days per year	

Some contract-covered employees earn vacation in a somewhat different manner.

SICK LEAVE

Paid sick leave is accumulated based on the sick leave balance and bargaining status. No maximum. Employees may exchange unused sick leave hours at the hourly rate up to a maximum of \$2,000 and for payment of health insurance premiums upon retirement. Permanent employees who have earned 240 hours of sick leave may elect to exchange a specific amount of sick leave for 4 hours of vacation each month in which they do not use any sick leave. This allows an employee to earn an additional 6 days vacation per year. Sick leave may also be used to care for family members who are ill or injured, to attend funerals of family members, and to serve as a pallbearer.

HOLIDAYS

Currently there are nine paid state holidays each year. Due to staffing needs, many employees are required to work on holidays but will receive holiday pay or time off for working a holiday.

INSURANCES

Health insurance is available to each full time employee. Various plans and premiums are available. Married couples both employed by the State of Iowa are eligible for reduced premium rates on family coverage.

Single and family dental coverage is available. The State pays the cost of a single plan, but you may purchase family coverage.

The State of Iowa provides \$20,000 free life insurance for each employee. You have the option to purchase additional term life insurance.

The State provides disability insurance at no cost to the employee after one month of employment with benefits based on disability and length of service.

You may choose to pay your portion of health, dental, and life insurance premiums or the care expenses for a dependent child or adult with salary dollars that are not subject to federal or state income taxes or social security taxes.

IOWA PUBLIC EMPLOYEE'S RETIREMENT SYSTEM

Starting with your first paycheck, it is mandatory that a percentage of your gross pay be deducted from each check. The State also contributes a percentage for your retirement program. If you leave state employment, the portion that has been withheld from your paycheck plus any accumulated interest is refundable to you. The money may be left in IPERS if you leave employment before the age of 55 after four years of service or retire at age 65 with less than 5 years of service. Upon retirement, you are eligible to receive a monthly benefit based on the accumulated contributions paid by you and your employer or take a lump sum payment. Employees in protected occupation job classes may retire with full benefits at age 55 if they have 22 years of service.

WORKER'S COMPENSATION

Medical and hospital expenses are paid for injuries or illnesses incurred while on duty.

DEFERRED COMPENSATION

Deferred compensation is a long-term savings program emphasizing preparation for financial security during retirement years. You may elect to defer a portion of your income each month into a variety of savings program. This money is not subject to state or federal taxes until withdrawn.

AUTOMATIC DIRECT DEPOSIT OF PAYROLL CHECKS

The State offers automatic direct deposit of your payroll check into an account at the financial institution of your choice.

CREDIT UNION

You are eligible to become a member of Community Choice Credit Union and may elect to join through payroll deduction. Applications for low-interest loans may be made to the Credit Union if you have been a state employee for at least six months.

EDUCATION AND TRAINING PROGRAMS

The Department provides a four-week training program for all new employees who work with offenders. In-service training is provided to all employees and there are opportunities to take advantage of training programs away from your institution.

MEALS

Institution employees are provided a free mid-shift meal at each institution.

UNIFORMS

Uniforms are provided for those employees required to wear them. Uniforms include appropriate outdoor wear when required to perform your duties.

SAFETY EQUIPMENT

Safety equipment appropriate to your job duties will be issued where required.

PERSONAL PROPERTY LOSS REIMBURSEMENT

If your personal property is damaged in the performance of your duties, you may be reimbursed for that loss up to a set amount.

EMPLOYEE LIABILITY PROTECTION

You have liability protection while performing your duties unless you are purposefully negligent or intentionally act in a wrongful manner. This protection includes legal representation and payment of any financial damages that may be awarded.

EMPLOYEE ASSISTANCE PROGRAM

A counseling/evaluation program is available for any employee or family member with problems that may be interfering with successful job performance. Initial assessments are available at no cost and ongoing services are available at sliding scale fees.

IOWA PRISON INDUSTRIES

State employees may purchase the following products and services through Iowa Prison Industries at a moderate cost: soap products, printed products, metal signs, furniture, clothing, custom woodshop products, and upholstery services.

IOWA DEPARTMENT OF CORRECTIONS INSTITUTIONS



**Anamosa
State
Penitentiary**

Persons interested in employment opportunities within the Anamosa State Penitentiary should visit the Iowa Department of Corrections website at <http://www.doc.state.ia.us>. For questions regarding employment at the Anamosa State Penitentiary you may contact our Personnel Director at (319) 462-3504. The facility is located at 406 North High St, Anamosa, IA 52205.



**Clarinda
Correctional
Facility**

Persons interested in employment opportunities within the Clarinda Correctional Facility should visit the Iowa Department of Corrections website at <http://www.doc.state.ia.us>. For questions regarding employment at the Clarinda Correctional Facility you may contact our Personnel Director at (712) 542-5634. The facility is located at 1800 N 16th, Clarinda, IA 51632.



**Fort Dodge
Correctional
Facility**

Persons interested in employment opportunities within the Fort Dodge Correctional Facility should visit the Iowa Department of Corrections website at <http://www.doc.state.ia.us>. For questions regarding employment at the Fort Dodge Correctional Facility you may contact our Personnel Director at (515) 574-4700. The facility is located at 1550 L Street, Fort Dodge, IA 50501.

IOWA DEPARTMENT OF CORRECTIONS INSTITUTIONS



**Iowa
Correctional
Institution
for Women**

Persons interested in employment opportunities within the Iowa Correctional Institution for Women should visit the Iowa Department of Corrections website at <http://www.doc.state.ia.us>. For questions regarding employment at the Iowa Correctional Institution for Women you may contact our Personnel Director at (515) 725-5005. The facility is located at 420 Mill Street SW, Mitchellville, IA 50169.



**Iowa Medical
& Classification
Center**

Persons interested in employment opportunities within the Iowa Medical & Classification Center should visit the Iowa Department of Corrections website at <http://www.doc.state.ia.us>. For questions regarding employment at the Iowa Medical & Classification Center you may contact our Personnel Director at (319) 626-4220. The facility is located at 2700 Coral Ridge Avenue, Coralville, IA 52241.



**Iowa
State
Penitentiary**

Persons interested in employment opportunities within the Iowa State Penitentiary should visit the Iowa Department of Corrections website at <http://www.doc.state.ia.us>. For questions regarding employment at the Iowa State Penitentiary you may contact our Personnel Director at (319) 372-5432. The facility is located at 2111 330th Avenue, Fort Madison, IA 52627.

IOWA DEPARTMENT OF CORRECTIONS INSTITUTIONS



**Mount
Pleasant
Correctional
Facility**

Persons interested in employment opportunities within the Mount Pleasant Correctional Facility should visit the Iowa Department of Corrections website at <http://www.doc.state.ia.us>. For questions regarding employment at the Mount Pleasant Correctional Facility you may contact our Personnel Director at (319) 385-9511. The facility is located at 1200 East Washington St, Mount Pleasant, IA 52641.



**Newton
Correctional
Facility**

Persons interested in employment opportunities within the Newton Correctional Facility should visit the Iowa Department of Corrections website at <http://www.doc.state.ia.us>. For questions regarding employment at the Newton Correctional Facility you may contact our Personnel Director at (641) 792-7552. The facility is located at 307 S 60th Ave West, Newton, IA 50208.



**North
Central
Correctional
Facility**

Persons interested in employment opportunities within the North Central Correctional Facility should visit the Iowa Department of Corrections website at <http://www.doc.state.ia.us>. For questions regarding employment at the North Central Correctional Facility you may contact our Personnel Director at (712) 297-7521. The facility is located at 313 Lanedale, Rockwell City, IA 50579.