

Issue 14
May 30, 2025



OREGON DEPT OF CORRECTIONS

OSCILLATOR

BHS Orderly Opening

Unit 3 currently has openings for one Behavioral Health Services (BHS) Orderly. The job of the BHS orderly is to assist the Adults in Custody (AIC) with various daily routines and/or various needs. Some of the job duties of the BHS orderly include: Ensuring AIC's are familiar with the call-out schedule; Escorting AIC's to directed call-outs, meals, medication line, and yard; Assisting AIC's as needed/directed with personal needs, such as writing communication forms (kyte's), medical correspondence, letters, etc.; Being available to unit staff as needed for unscheduled duties; Alerting correctional staff of any safety and security concerns regarding assigned AIC's. The BHS orderlies must maintain a non-judgmental outlook when working with the AIC's and help to provide a safe environment. The BHS orderly will provide services on a routine scheduled basis, and as needed by the unit staff and BHS staff. Applicants must be misconduct free for at least 18 months, and submit a completed job application to BHS Manager, Becca Lovelady-Williams.

****You will not be moved to Unit 3 for this job.****

WHO'S WHO:

Superintendent - Mr. J. Wagner
Asst. Supt., General Services and Special Housing - Ms. T. Davenport
Asst. Supt., Security - Mr. N. Jones
BHS Manager - Ms. B. Lovelady-Williams
Corr. Rehabilitation Mgr. - Ms. E. Asay
Diversity/Grievance Coord. - Mr. T. Shanley
Education/Training Administrator - T. Hightower
Executive Asst. to Supt. - Mr. N. Warren
Food Services Manager - Mr. N. Nawaz
Hearings Officer - Mr. D. Golden
Health Services - Ms. R. Vizina

Hobby Shop Supervisor - Ms. G. Kast
Library Coordinator - Ms. J. Baldovinos/Ms. J. Belluno
Management Asst. to Supt. - Ms. R. Mondragon
Operations Captain - Mr. A. Asay
Photo Program Supervisor - Ms. G. Kast
Physical Plant Manager - Mr. G. Davis
PREA Compliance Manager - Captain P. Mullen
Recreation - Mr. J. Hale, Ms. G. Kast, Mr. C. Ocupe
Religious Services - Chaplain D. Hodney
DSU Lieutenant - Lt. R. Wallace
Transitions Coordinator - Mr. A. Lara

FROM THE SUPERINTENDENT'S OFFICE:

The Superintendent's office is seeking a motivated, reliable and detail-oriented orderly to maintain cleanliness and on occasion assist with minor office tasks in the Administration building. The ideal candidate should have experience in janitorial services which include dusting, sweeping, mopping, garbage collection, bathroom/kitchen sanitization, and buffing/waxing floors. Candidate must demonstrate a strong work ethic, and uphold the highest standards of professionalism.

HOURS: Monday – Friday
8:00 to 10:30 am
12:30 to 3:00 pm

PRAS: 14

DUTIES:

- Perform routine cleaning and janitorial tasks.
 - Ensure all office areas are kept tidy and well-maintained.
 - Manage waste disposal and restock supplies as needed.
- Maintain confidentiality and respect for sensitive office environments.

CRITERIA:

- Incentive Level 2.
 - No major misconducts within the last 18 months.
 - No escape or assault history.
 - Ability to maintain professional boundaries.
 - At least 18 months left to serve
 - Previous experience in a janitorial or similar role.
 - Ability to work follow directions and work independently and efficiently.
- Open to constructive feedback.

To apply submit an AIC work application to R. Mondragon, OSCI Superintendent's Office by Friday, June 6, 2025.



June 2025

May '25							July '25						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
4	5	6	7	8	9	10	1	2	3	4	5	6	7
11	12	13	14	15	16	17	13	14	15	16	17	18	19
18	19	20	21	22	23	24	20	21	22	23	24	25	26
25	26	27	28	29	30	31	27	28	29	30	31		

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 Aft. YARD: 2,4,1 CHOW: 11/2,4,1/3,13 PM Chow: 3,13,11/2,4,1 EVE Rec: 3,13,11/2,1/4	2 Aft. YARD: 13,11,3 CHOW: 11,13,3/2,4,1 PM Chow: 2,4,1/13,11,3 EVE Rec: 4/2,1/13,11,3	3 Aft. YARD: 4,1,2 CHOW: 4,1,2/13,11,3 PM Chow: 13,11,3/4,1,2 EVE Rec: 13,3,11/4/1,2	4 Aft. YARD: 11,3,13 CHOW: 11,3,13/4,1,2 PM Chow: 4,1,2/11,3,13 EVE Rec: 4/1,2/11,3,13	5 Aft. YARD: 1,2,4 CHOW: 11/1,2,4/3,13 PM Chow: 11,3,13/1,2,4 EVE Rec: 11,3,13/1,2/4	6 Aft. YARD: 3,13,11 CHOW: 11,3,13/1,2,4 PM Chow: 1,2,4/3,13,11 EVE Rec: 1,2/4/3,13,11	7 Aft. YARD: 2,4,1 CHOW: 11/2,4,1/3,13 PM Chow: 3,13,11/2,4,1 EVE Rec: 3,13,11/2,1/4
8 Aft. YARD: 13,11,3 CHOW: 11,13,3/2,4,1 PM Chow: 2,4,1/13,11,3 EVE Rec: 4/2,1/13,11,3	9 Aft. YARD: 4,1,2 CHOW: 4,1,2/13,11,3 PM Chow: 13,11,3/4,1,2 EVE Rec: 13,3,11/4/1,2	10 Aft. YARD: 11,3,13 CHOW: 11,3,13/4,1,2 PM Chow: 4,1,2/11,3,13 EVE Rec: 4/1,2/11,3,13	11 Aft. YARD: 1,2,4 CHOW: 11/1,2,4/3,13 PM Chow: 11,3,13/1,2,4 EVE Rec: 11,3,13/1,2/4	12 Aft. YARD: 3,13,11 CHOW: 11,3,13/1,2,4 PM Chow: 1,2,4/3,13,11 EVE Rec: 1,2/4/3,13,11	13 Aft. YARD: 2,4,1 CHOW: 11/2,4,1/3,13 PM Chow: 3,13,11/2,4,1 EVE Rec: 3,13,11/2,1/4	14 Aft. YARD: 13,11,3 CHOW: 11,13,3/2,4,1 PM Chow: 2,4,1/13,11,3 EVE Rec: 4/2,1/13,11,3
15 Aft. YARD: 4,1,2 CHOW: 4,1,2/13,11,3 PM Chow: 13,11,3/4,1,2 EVE Rec: 13,3,11/4/1,2	16 Aft. YARD: 11,3,13 CHOW: 11,3,13/4,1,2 PM Chow: 4,1,2/11,3,13 EVE Rec: 4/1,2/11,3,13	17 Aft. YARD: 1,2,4 CHOW: 11/1,2,4/3,13 PM Chow: 11,3,13/1,2,4 EVE Rec: 11,3,13/1,2/4	18 Aft. YARD: 3,13,11 CHOW: 11,3,13/1,2,4 PM Chow: 3,13,11/2,4,1 EVE Rec: 3,13,11/2,1/4	19 Aft. YARD: 2,4,1 CHOW: 11/2,4,1/3,13 PM Chow: 3,13,11/2,4,1 EVE Rec: 3,13,11/2,1/4	20 Aft. YARD: 13,11,3 CHOW: 11,13,3/2,4,1 PM Chow: 2,4,1/13,11,3 EVE Rec: 13,3,11/4/1,2	21 Aft. YARD: 4,1,2 CHOW: 4,1,2/13,11,3 PM Chow: 13,11,3/4,1,2 EVE Rec: 13,3,11/4/1,2
22 Aft. YARD: 11,3,13 CHOW: 11,3,13/4,1,2 PM Chow: 4,1,2/11,3,13 EVE Rec: 4/1,2/11,3,13	23 Aft. YARD: 1,2,4 CHOW: 11/1,2,4/3,13 PM Chow: 11,3,13/1,2,4 EVE Rec: 11,3,13/1,2/4	24 Aft. YARD: 3,13,11 CHOW: 11,3,13/1,2,4 PM Chow: 1,2,4/3,13,11 EVE Rec: 1,2/4/3,13,11	25 Aft. YARD: 2,4,1 CHOW: 11/2,4,1/3,13 PM Chow: 3,13,11/2,4,1 EVE Rec: 3,13,11/2,1/4	26 Aft. YARD: 13,11,3 CHOW: 11,13,3/2,4,1 PM Chow: 2,4,1/13,11,3 EVE Rec: 4/2,1/13,11,3	27 Aft. YARD: 4,1,2 CHOW: 4,1,2/13,11,3 PM Chow: 13,11,3/4,1,2 EVE Rec: 13,3,11/4/1,2	28 Aft. YARD: 11,3,13 CHOW: 11,3,13/4,1,2 PM Chow: 4,1,2/11,3,13 EVE Rec: 4/1,2/11,3,13
29 Aft. YARD: 1,2,4 CHOW: 11/1,2,4/3,13 PM Chow: 11,3,13/1,2,4 EVE Rec: 11,3,13/1,2/4	30 Aft. YARD: 3,13,11 CHOW: 11,3,13/1,2,4 PM Chow: 1,2,4/3,13,11 EVE Rec: 1,2/4/3,13,11	1 Aft. YARD: 2,4,1 CHOW: 11/2,4,1/3,13 PM Chow: 3,13,11/2,4,1 EVE Rec: 3,13,11/2,1/4				

Notes