

### Class Concept

This is an executive position responsible for the administration, and organization of Community Corrections program. Position is responsible for developing budget recommendations to support program activities, business operations, including the development and submission for grant proposals. Employee works in a leadership role planning, developing, implementing, analyzing, and evaluating initiatives including Justice Reinvestment and Evidence-Based Practices. Position is responsible for the development and implementation of policies and procedures necessary to comply with General Statutes directing the supervision of offenders in the community. Duties include setting goals and objectives for staff in developing programs to address the needs of offenders.

### Recruitment Standards

#### Knowledge, Skills, and Abilities

- Thorough knowledge of Community Corrections.
- Thorough knowledge of General Statutes and Governmental processes.
- Thorough knowledge of Court Operations, Budgeting, and Personnel procedures.
- Thorough knowledge of the Justice Reinvestment Act, Evidence-Based Practices, and Interstate Compact Act.
- Ability to effectively communicate with a widely diversified audience.
- Ability to effectively interpret policy and procedure.
- Ability to analyze and resolve issues.

#### Minimum Education and Experience

Bachelor's degree in criminal justice, psychology, social work, human services, or related work from an appropriately accredited institution and four year of experience in corrections, criminal justice, human services, or a related field; plus, an additional four years of experience in corrections management; or an equivalent combination of education and experience.