

Class Concept

Work in this class involves responsibility for the management, supervision and administration of day-to-day custody and security operations at Central Prison or North Carolina Correctional Institution for Women. Both prison institutions house over 1000 inmates assigned to all three custody levels, minimum, medium, and close. Both institutions have restrictive and controlled housing. Furthermore, these two institutions both have death row, safe keepers, protective custody, mental health, pre-sentence diagnostic, long term segregation and maximum security inmates. Employees reports to the Correctional Deputy Warden.

Recruitment Standards

Knowledge, Skills, and Abilities

- Basic knowledge of human psychology applicable to an inmate population.
- Thorough knowledge of inmate custody and program management in correctional settings.
- Thorough knowledge of inmate custody practices and procedures to include knowledge of inmate rehabilitation.
- Thorough knowledge of the principles of administration involved in operating a state correctional facility.
- Thorough knowledge of security threat groups.
- Thorough knowledge of effective management and supervision practices.
- Skill in motivating, coaching, and leading employees.
- Ability to effectively communicate with a wide variety of employees and inmates.
- Ability to think clearly and act appropriately during emergencies or other non-routine events.

Minimum Education and Experience

Bachelor's degree from an appropriately accredited institution and three years of supervisory, administrative or consultative experience in corrections or related work; or an equivalent combination of education and experience.

Necessary Special Qualifications

Must be eligible for certification by the North Carolina Criminal Justice Education & Training Standards Commission.