

Class Concept

Employees in this class serve as line supervisors over one to five prison field unit operations within a given region. Employees provide guidance and direction to the assigned facility heads in all areas of prison operations. Employee also supervises a staff at the regional office responsible for Drug Interdiction (K-9 Officers), and manages the regional emergency response groups, such as SERT and PERT. Employee also is responsible for scheduling, assigning and may lead security audits of all facilities in the region. Employee performs a variety of other functions such as serving as the regional Safety Officer, conducting safety audits; conducts various investigations as assigned by Regional Director. Employee is responsible for reviewing and resolving Incident Reports at regional level. In the absence of the Regional Director employee is responsible for managing all regional operations. Employee serves as the Division Duty Officer on a rotating basis. Employee is responsible for the custody operations for the Region which includes extradition, transfers, and fugitive squads. Position typically reports to a Correctional Administrator II (Regional Director).

Recruitment Standards

Knowledge, Skills, and Abilities

- Working knowledge of basic human psychology applicable to the inmate population
- Working knowledge of community resources.
- Thorough knowledge of the most recent and authoritative findings of inmate custody and rehabilitation.
- Thorough knowledge of departmental rules, policies, and procedures concerning the custody, care, treatment, and training of inmates.
- Thorough knowledge of the principles of administration involved in operating a State correction facility.
- Ability to organize and supervise the activities of a group of employees.
- Ability to establish and maintain an effective relationship with inmates, inmates' relatives, professional, and paraprofessional personnel.
- Ability to express ideas clearly and concisely, both orally and in writing.
- Ability to think clearly and act quickly and effectively during emergencies.

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 Training and Standards Council.