

### Class Concept

As a senior level Director on the Adult Correction and Juvenile Justice Team, this position administers and manages all activities of the Special Operations and Intelligence Unit, including Task Force operations involving Federal and State law enforcement operations, participating in State Emergency Response activities, as well as caseloads of absconders. Position develops and implements the agency security posture, including policies and procedures impacting the general public, staff and offenders under the division's authority. It makes recommendations on the custody and control methods used to enhance facility security, property, and assets of the division. It identifies appropriate security goals, objectives, standards, strategies, and technologies used. Work requires considerable contact with Federal, State, and local enforcement and investigative programs, including Emergency Management Response activities. Position works with a wide variety of different sections of the Department of Public Safety, as well as other Federal and State agencies. Position sets the standard for quality performance of staff of the Special Operations and Intelligence Unit.

### Recruitment Standards

#### Knowledge, Skills, and Abilities

- Thorough knowledge of the methods, procedures, and practices used in the investigation of criminal offenses, as well as Division field operations, case management policies, the judicial and legal system of NC and local law enforcement policies, procedures and practices, fugitive operations, and anti-crime initiatives.
- Thorough knowledge of Adult Corrections, its sections, its operations, probation, parole, and post release.
- Thorough knowledge of court procedures, operational procedures of law enforcement agencies and officials, and characteristics of various socio-economic populations and community resources.
- Ability to establish and maintain favorable working relationships with other Federal and State law enforcement agencies and officers, as well as co-workers, judicial, community agencies and the general public, as well as offenders and the offenders' families.
- Possession of and ability to demonstrate precise analytical and conceptual skills.
- Excellent ability to communicate clearly and effectively to individuals and groups, both orally and in writing.

#### Minimum Education and Experience

Bachelor's degree from an appropriately accredited institution with a major in criminal justice, correctional services, psychology, social work or other related human services field, and four years of experience as a Probation/Parole Officer. In addition, five years of experience is required in Corrections Management, 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 Commission. Must be able to obtain security clearance and must be able to be sworn in by the partner agency.