CORRECTIONAL SECURITY THREAT INTELLIGENCE (STIU) ADMINISTRATOR

General Summary

Responsible for statewide oversight and coordination of the process of identifying, monitoring, certifying and validating Security Threat Group members, disruptive group members, street gang members and monitoring the daily operations of all STIU Units of the New Mexico Corrections Department and privately operated facilities. Coordinate and facilitate weekly meetings with the STIU Coordinators to share intelligence and determine the dissemination of such intelligence to Federal, State and local law enforcement agencies. Conduct threat assessments and audits at all prisons and provide actions necessary to facility management to enhance security.

Correctional Security Threat Intelligence (STIU) Administrator
Jobcode: PCFX46
Pay Band: CK
FLSA Status: Exempt

Distinguishing Characteristics

The STIU Administrator will attain, analyze, corroborate and disseminate statewide intelligence through resources and through other agencies to identify threats to the security of the prisons, staff, inmates and the public. The STIU Administrator will manage the coordination of the identification of gang members, gang activity and trends, gang interdiction initiatives and for fugitive apprehension.

Recommended Education and Experience for Full Performance

Master's Degree in any field from an accredited college or university and ten (10) years of experience in corrections and/or law enforcement, six (6) years of which must have been in the identification of gang members, gang activity and trends and gang interdiction initiatives.

Minimum Qualifications

Fourteen (14) years of experience in corrections and/or law enforcement; five (5) years of which must have been in the identification of gang members, gang activity and trends and gang interdiction initiatives.

- Experience in the areas of social work and/or guidance and counseling may substitute for up to four (4) years of the required experience in corrections and/or law enforcement.
- A degree in any field from an accredited college or university may substitute for the required experience on a year for year basis.

Essential Duties and Responsibilities*

- Maintains daily systems monitoring of all NMCD STIU Units, to include all privately operated facilities.
- Conducts daily review of STIU program to ensure compliance with policy and implementation of intelligence gathering procedures.
- Conducts daily analysis of verbal or written group or gang related intelligence information for comprehensiveness and for coordination of STIU tactical or strategic operations.
- Coordinates the activation of STIU for response and support at targeted institutions where intelligence information indicates potential group or gang related problems, and/or security threats by providing on-site management of staff resources.

Bargaining Unit: Not Represented

Statutory Requirements: If a Statutory Requirement is associated with a position in this Manager Category, it will apply.

Conditions of Employment: N/A

Working Conditions: Willingness to work under potentially dangerous circumstances in a correctional facility; will be required to work odd hours, overtime, holidays and weekends. Working Conditions for individual positions in this classification will vary based on each *agency's utilization*, *essential functions*, and the *recruitment needs* at the time a vacancy is posted. All requirements are subject to possible modification to reasonably accommodate individuals with disabilities.

Established: 4/27/2016   Revised:

*Essential Duties and Responsibilities are intended to be cumulative for each progressively higher level of work. The omission of specific statements does not preclude management from assigning other duties which are reasonably within the scope of duties. Classification description subject to change. Please refer to SPO website (www.spo.state.nm.us) to ensure this represents the most current copy of the position.