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## CORRECTIONAL SECURITY THREAT INTELLIGENCE UNIT (STIU) MANAGER PROBATION AND PAROLE

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### **General Summary**

Manages and coordinates the STIU Unit fugitive apprehension within the New Mexico Department of Corrections and in conjunction with Federal, State and local law enforcement agencies. Coordinates with probation and parole officers and law enforcement agencies to identify offenders who pose a threat to public safety. Assists the public and private prisons and Federal, State and local law enforcement agencies with the identification of gang members. Coordinates grant management for the Probation and Parole Division.

### **Correctional Security Threat Intelligence Unit (STIU) Manager Probation and Parole**

**Jobcode: PCLX30**

**Pay Band: CH**

**FLSA Status: Exempt**

### ***Distinguishing Characteristics***

STIU gathers intelligence to proactively prevent violence in the New Mexico Prison System and to prevent and deter the introduction of narcotics and dangerous contraband. The STIU serves as a liaison to nationwide corrections departments and to federal, state, and local law enforcement agencies. The exchange of information and intelligence are daily aspects of the STIU staff duties.

### ***Recommended Education and Experience for Full Performance***

Bachelor's Degree in any field from an accredited college or university and seven (7) years of experience in corrections and/or law enforcement; three (3) years of which must have been in the identification of gang members, gang activity and trends, and gang interdiction initiatives or in supervision of high risk offenders.

### ***Minimum Qualifications***

Nine (9) years of experience in corrections and/or law enforcement; two (2) years of which must have been in the identification of gang members, gang activity, trends, and gang interdiction initiatives or in supervision of high risk offenders.

- Experience in the areas of social work and/or guidance and counseling may substitute for up to three (3) 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\****

- Manages and coordinates fugitive apprehension, i.e., absconders from probation or parole, inmate escapees.
- Facilitates an information exchange with STIU and Federal, State and local law enforcement.
- Monitors funds from grants and prepares grant documentation to ensure reimbursement for grant expenditures.
- Monitors officer safety with fugitive apprehension.
- Coordinates tactical deployment of the unit with Federal, State and local law enforcement agencies in the apprehension of fugitives.
- Coordinate field calls and searches of high risk offenders on probation or parole
- Coordinates the transporting of high risk offenders to jail, court, prison, or other detention facility.
- Manages daily activities and supervises staff assigned to the STIU unit.

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**Bargaining Unit:** Not Represented

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**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:**

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*\*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](http://www.spo.state.nm.us)) to ensure this represents the most current copy of the position.*