

# Warden

## Women's Therapeutic Residential Center

### **About the Facility:**

The Women's Therapeutic Residential Center (WTRC) is a time building prison with a mission to provide a healthy, safe and secure environment within which gender-responsive treatment, educational services, career development and reentry services focus on changing criminal behavior. The facility is operated at the West Tennessee State Penitentiary, Site 1. WTRC is a modified women's therapeutic residential community behavioral model program that serves female offenders. It is a highly structured environment where peer interaction mediated through a variety of group processes is emphasized as the medium for change.

### **Position Responsibilities:**

The Warden has overall responsibility for the operation and direction of the facility, ensuring the facility operates in accordance with state and federal law, agency policies and procedures, and the standards of the American Correctional Association. The Warden serves as a representative of the Department in performing public contact and liaison work with law enforcement, partner organization representatives, legislators, community leaders, offenders, their families, victims, and/or the general public. Additional responsibilities include:

- Ensure facility-wide adherence to all policies and procedures all the while operating in a safe and secure manner, to include security operations, inmate movement and control, accountability, tool, key and armory control.
- Ensure uninterrupted, around-the-clock accountability of all inmates within the facilities assigned custody/count.
- Oversee the protocols for emergency operations to ensure unhindered responses using the Organizational Structure of the Incident Command System, in areas such as escapes, natural disasters, security operations, disturbances, etc.
- Ensure compliance with all applicable laws, rules, and accreditation standards and to ensure appropriate corrective action is taken where discrepancies are noted.
- Oversee and ensure the programmatic needs addressed in each inmate's risk/needs assessment are being addressed

This position reports to the West Region Correctional Administrator and is expected to be on call 24 hours a day/7 days a week, to include weekends, nights, and holidays.

The starting salary will be determined based on education and experience, with an anticipated hiring range of between \$8,350 to \$8,700 per month.

**Qualifications:**

Bachelor's degree, with substantial and increasingly responsible management and administrative experience in adult correctional work, law enforcement, probation/parole, rehabilitative services, correctional intelligence, correctional compliance, or other related areas. Equivalent combinations of education and experience may be considered.

Candidates must demonstrate a comprehensive understanding and knowledge of the practices and principles of correctional facility management, pertinent correctional laws, rules and regulations, and the principles and practices of supervision and training.

**How to Apply:**

To apply, submit a letter of application and complete resume via [www.tn.gov/careers](http://www.tn.gov/careers) (Job Opening 6631) by close of business on **March 10, 2020**.