

Objective

Self- motivated Correctional Counselor, determined and dedicated professional with 20 years of experience in . Searching to obtain a challenging professional position in Agency/Law Enforcement Company, which will utilize diverse skills while offering opportunities for advancement.

Skills

MS Office, Management.

Work Experience

Correctional Counselor III

ABC Corporation - June 2002 – June 2013

- Leads three or more correctional officers in a team approach to accomplish operational tasks related to correction/detention policy procedures.
- Operates the overall facility in accordance to policy and procedures.
- Supervises inmate movement and maintains discipline within the facility, on the grounds, and during recreational activities.
- Provides inmate supervision during transports to courts, medical appointments and to other facilities and coordinates and supervises inmate services, activities and programs.
- Supervises or conducts searches and seizes contraband within the facility, in cells, on inmates and prevents the introduction of contraband into the facilities.
- Maintains the security of the facility as well as the custody, safety and humane treatment of inmates.
- Receives newly committed offenders and evaluates behavioral adjustments to confinement. Conducts intake and classification new inmates.

Correctional Counselor

Delta Corporation - 2000 – 2002

- Works as a first line member of the Unit Management Team; responsible for resolving daily inmate issues before they become significant matters.
- Maintained a caseload of approximately three hundred inmates at any given time.
- Worked with males, females, special needs, segregation and high security inmates.
- Provided individual counseling, liaison with courts and attorneys, and communicated with families of those incarcerated.
- Tucker, Arkansas Assessed Pre-Treatment Readiness Utilized Cognitive/Behavioral techniques to treat sexual offenders Facilitated groups in Relapse.
- Supervise and transport inmates, complete daily paperwork.
- Assist inmates in completing paperwork.

Education

Certificate in Relevant Coursework - (Pikes Peak Community College Colorado Springs - Colorado Springs, CO)