



MICHIGAN COUNCIL ON CRIME AND DELINQUENCY

1000 West St. Joseph, Suite 400 • Lansing, Michigan 48915
Telephone: (517) 482-4161 • Fax: (517) 482-0020 • Email: mail@miccd.org

The Michigan Council on Crime and Delinquency (MCCD) is seeking six (6) Staff Skills Development / Violence Prevention Programming Specialists. All positions are term limited based on availability of funds through a contract with the State of Michigan. The positions are designed to increase capacity within the Michigan Department of Corrections (MDOC) to deliver new evidence-based programming to prisoners consistent with implementation of the Michigan Prisoner ReEntry Initiative (MPRI).

MCCD is Michigan's only statewide organization dedicated to improving the effectiveness of policies and systems aimed at preventing and controlling crime. MCCD envisions a society that values and respects the legal, civil and human rights of its citizens and that has the tools, resources, and support necessary to effectively and humanely deliver justice and reduce and prevent crime and delinquency.

The MPRI is a statewide strategic approach to crime reduction administered through a public-private partnership of the Department of Corrections and other state departments, Public Policy Associates, Inc. and the Michigan Council on Crime and Delinquency. The vision of the MPRI is that every inmate released from prison will have the tools needed to succeed in the community. The mission is to reduce crime by implementing a seamless plan of services and supervision developed with every offender — delivered through state and local collaboration — from the time of their entry to prison through their transition, re-integration and aftercare in the community. The goals of the initiative are to:

- Promote public safety by reducing the threat of harm to individuals and their property by released offenders in communities to which those offenders return; and
- Increase success rates of offenders who transition from prison by fostering effective risk management and treatment programming, offender accountability, and community and victim participation.

Position Title: Staff Skills Development / Violence Prevention Programming Specialist

Location: Primary work location will be at one of the three Michigan Department of Corrections (MDOC) correctional facilities identified below with limited travel to Lansing, Michigan.

2 positions – Richard Handlon Correctional Facility (MTU), Ionia, Michigan

2 positions – Macomb Correctional Facility (MRF), New Haven, Michigan

2 positions – St. Louis Correctional Facility (SLF), St. Louis, Michigan

Duties: Specific responsibilities of the Staff Skills Development/Violence Prevention Programming Specialist include, but are not limited to, the following:

- Acquire content expertise in delivering violence prevention programming to prisoners.
 - Conduct research and attend trainings, seminars and conferences, as required, to gain the necessary knowledge and skills.
 - Screen prisoner files for programming needs/changes.

- Administer screening/evaluation/assessment instruments as needed.
- Review process for assessing risk and matching individual risk and need to the intensity of the intervention.
- Conduct or co-facilitate groups and individual programming sessions.
- Maintain detailed computerized (i.e. data entry) and hard copy records of prisoners' completion at various levels of programming.
- Prepare reports and compose correspondence related to the program as necessary.
- Update prisoner Transition Accountability Plans and other documentation as necessary.
- Coordinate and facilitate implementation of a staff skills development plan to build the knowledge and skills needed by corrections staff to sustain violence prevention programming.
 - Achieve Master Trainer certification in the delivery of violence prevention programming.
 - Identify the knowledge and skills needed by staff to implement the new programming.
 - Train MDOC Correctional Facilities Administration (CFA) staff to deliver violence prevention programming.
 - Collaborate with the MDOC to develop and deliver a train-the-trainer curriculum and process for embedding the necessary expertise to train additional CFA staff to deliver the programming.
- Perform other duties as assigned.

Minimum Requirements:

Education:

- Bachelor's Degree in human services, criminal justice or related field.

Experience:

- Experience in structured intervention with individuals aimed at changing human behavior;
- Experience working with individuals in an individual and/or group counselling setting;
- Experience in the use of a computer, including the creation of documents and/or reports.

Knowledge:

- Knowledge of the principles of social learning theory, cognitive behavior treatment, and adult learning principles;
- Knowledge of spreadsheets and databases in Access and Excel.

Skills and Abilities:

- Ability to communicate effectively in writing and speaking;
- Good interpersonal skills;
- Ability to plan, organize, and deliver behavioral interventions;
- Ability to manage, support, and motivate offenders;
- Ability to facilitate training and other staff skills development activities;
- Ability to work in teams;
- Familiarity with motivational interviewing techniques;

- Ability to work in a correctional setting.

Compensation:

- \$40,000 annual plus benefits

How to Apply:

Interested individuals must submit the below materials to: Michigan Council on Crime and Delinquency, 1000 West St. Joseph, Suite 400, Lansing, MI 48915, or via email to mail@miccd.org.

1. Cover letter addressed to Elizabeth Arnovits, Executive Director
2. Resume
3. Names and contact information for two professional references

Applicants who do not submit all of these materials will not be considered.

Applications will be accepted until all positions are filled. We will begin reviewing applications on September 1st.