

<u>JOB DESCRIPTION</u> CONTRACTUAL POSITION	
JOB TITLE: DETENTION SUPERVISOR	
JOB SUMMARY:	
The incumbent is responsible for supervising Detention Officers and ensuring compliance with prescribed operating procedures for the safety and security of detainees at the Centre.	
REPORTS TO:	Assistant Detention Manager
SUPERVISION GIVEN TO:	Detention Officers
DUTIES AND RESPONSIBILITIES:	
<ul style="list-style-type: none"> ▪ Supervises Officers working in a shift system performing duties for the care and custody of detainees and the security and safety of staff and the facility. ▪ Ensures that arms, ammunition, keys and other related items are properly secured and reviews weekly returns of these items submitted by Detention Officers. ▪ Conducts daily inspections of the facility to ensure that the stipulated standards for the treatment, security and supervision of detainees are being maintained. ▪ Admits and discharges detainees in accordance with established procedures. ▪ Submits reports on activities at the Centre. ▪ Certifies documents submitted by subordinates in connection with operational matters. ▪ Investigates allegations of misconduct and breaches of policies and procedures by staff and/or detainees and submits appropriate recommendations. ▪ Supervises emergency response teams in situations of crisis (detainee disturbances, riots, escapes, etc.) ▪ Supervises the team of officers conducting investigations with a view to arresting detainees who escape from the Centre. ▪ Monitors and evaluates the work of subordinates. ▪ Performs other related duties. 	
KNOWLEDGE, SKILLS AND ABILITIES	
ROLE SPECIFIC TRAINING:	<ul style="list-style-type: none"> ▪ Training in Public Safety and Security or Corrections from a Protective Services Institution or any accredited institution.
SKILLS AND ABILITIES:	<ul style="list-style-type: none"> ▪ Ability to function efficiently in a volatile, stressful work environment. ▪ Ability to operate radio controls, and use restraint devices and other similar paraphernalia. ▪ Ability to perform physical activities for the control and supervision of detainees including standing and/or walking for long periods, lifting and/or moving heavy objects, and exerting force to subdue combative detainees. <p style="text-align: right;">Detention Supervisor Page 1 of 2</p> <ul style="list-style-type: none"> ▪ Ability to analyse situations objectively, and quickly determine the proper course of action to be taken. ▪ Ability to work independently and as a member of a team.

	<ul style="list-style-type: none"> ▪ Ability to work long hours, and also at nights, on weekends and on public holidays. ▪ Ability to ensure the confidentiality of privileged information. ▪ Written and verbal communication skills at a level commensurate with the responsibilities of the position. ▪ Proficiency in Microsoft Suite.
<p>MINIMUM EXPERIENCE AND TRAINING:</p>	
<ul style="list-style-type: none"> ▪ Appointment as a Special Reserve Police Sergeant by the Commissioner of Police. ▪ At least eight (8) years supervisory experience in Policing, Corrections or Security. ▪ Successful applicants would be required to pass a physical agility test and medical examination. 	