



Rebuilding Lives for a Safer Community

JOB POSTING

Facility	Columbia Residential Reentry Center
Posting Date	April 24, 2019
Closing Date	May 6, 2019
Job Title	Supervision Specialist

Type of Position: **2 Full-time** **1 Part-time**

Applicants may apply @ www.alstonwilkessociety.org by completing the online application (include resume) and faxing to (866) 647-5998 or mail to: 3519 Medical Dr., Columbia, SC 29203, or email hrdepartment@aws1962.org to Attn: Toi D. Reid-Worley, Director of Human Resources. Internal applicants may apply by submitting a letter of interest and an updated resume.

GENERAL DESCRIPTION

Under the direction and supervision of the Facility Director, is responsible for the overall accountability of clients and ensures that the facility is secure and well maintained. The Supervision Specialist must ensure that the needs, safety, and welfare of the clients are met. The Supervision Specialist work shifts/weekends/holidays as required. The Supervision Specialist must be CPR certified and complete all required training.

MINIMUM QUALIFICATIONS:

Knowledge:

- Criminal justice systems a plus.

EDUCATION REQUIREMENTS

- High School Diploma
- OR
- GED

LICENSES AND CERTIFICATION

- Valid Driver's License and proof of insurance
- Proof of education and credentials will be required for employment

APPROVED BY: S. Anne Walker, Executive Director

EOE/AA