



Ministry of National Security and Peace

CAREER OPPORTUNITY

The Ministry of National Security and Peace invites applications from suitably qualified candidates to fill the post of:

CORRECTIONAL SYSTEM DESIGN AND SECURITY POLICY SPECIALIST (GMG/SEG 4) - VACANT **Crime Prevention Rehabilitation & Inspectorate Policy Division**

SALARY SCALE: \$6,333,301.00 - \$8,517,586.00 PER ANNUM

JOB PURPOSE

The incumbent is responsible for providing expert policy guidance and leading the development of robust correctional system design and security policies, with a focus on international best practices in risk assessment, inmate classification and institutional structures, to enhance safety, rehabilitation and reintegration outcomes.

The duties and responsibilities include but are not limited to the following:

KEY RESPONSIBILITIES

- 1. To lead the development and implementation of evidence-based policies for correctional system design and security:**
 - Conduct comprehensive research on correctional system design, security protocols, and institutional structures, including international best practices.
 - Analyze existing DCS security policies, infrastructure, and operational challenges, particularly concerning risk assessment and inmate separation.
 - Lead consultation sessions with internal and external stakeholders on security and system design matters.
 - Prepare policy papers, Cabinet Submissions, and briefing notes related to correctional security and infrastructure.
- 2. Serve as the Ministry's expert on international best practices in inmate risk assessment, classification, and institutional management:**
 - Benchmarks and conducts comparative analysis of international correctional systems, focusing on risk assessment methodologies, inmate classification models, and facility design that supports rehabilitation.
 - Identifies and recommends adaptable international best practices for localizing reform in Jamaica's correctional system.
 - Provides expert advice and technical guidance on the implementation of new risk assessment tools and inmate classification systems.
- 3. Support long-term reform of the Department of Correctional Services (DCS) by localizing international expertise in security and system design:**
 - Collaborate closely with the DCS and other relevant agencies to integrate new security and system design policies into operational practice.
 - Develop frameworks, guidelines, and standard operating procedures for improved security management and facility design.
 - Provide technical support for the implementation of pilot projects related to new security technologies or inmate management strategies.
- 4. To provide technical oversight and analytical leadership for security and system design aspects of correctional facilities:**
 - Recommend the establishment of monitoring and evaluation frameworks specifically for correctional security and system design policies.
 - Lead monitoring and evaluation initiatives to assess the effectiveness and impact of implemented security measures and infrastructural changes.
 - Analyze performance data related to security incidents, inmate classification accuracy, and facility operational efficiency.

- Identify gaps and recommends corrective actions to strengthen security and system design within correctional facilities.

MINIMUM QUALIFICATION AND EXPERIENCE

- A Masters Degree in Criminology, Criminal Justice, Security Management, Architecture (with a focus on institutional design), Public Policy, or a related discipline from an accredited institution;
Or
Bachelor's Degree in Policy Development or equivalent & at least five (5) years experience in correctional operations, security management, or policy development related to institutional design and risk assessment;
- At least two (2) years experience in a specialist or advisory role, focusing on security systems, inmate classification or facility design within a complex institutional environment.

SPECIAL CONDITIONS ASSOCIATED WITH THE JOB

- Typical working condition;
- Critical deadlines for completion of tasks;
- May be required to work beyond the normal working hours;
- May be required to interface with offenders in the Correctional Institutions
- May be required to travel locally and overseas.

Interested persons should forward their applications and résumés **NO LATER THAN Friday, May 22, 2026**, to the: -

Director, Human Resource Management & Administration
Human Resource Management & Administration
Ministry of National Security and Peace
4th Floor NCB North Tower
2 Oxford Road
Kingston 5
Email: jobopp@mns.gov.jm

Subject: Correctional System Design & Security Policy Specialist (GMG/SEG 4)

We thank all applicants for their interest in this career opportunity. However, please note, only short-listed candidates will be contacted.

The Ministry wishes to assure applicants that your personal data will be used for the purposes of recruitment and selection exercise related to career opportunities within the Ministry.