

Oklahoma Department of Corrections
Unclassified Job Descriptor

DIRECTOR OF SECURITY THREATS INTELLIGENCE

Basic Purpose:

Positions in this job are responsible for leading the Office of Security Threats Intelligence (OSTI) in identifying security threats within the agency.

Typical Functions:

- Directs staff in the threat identification process and investigative/intelligence techniques, and in the identification of security threat groups/gangs.
- Directs the analytical process to support criminal intelligence investigations to identify threats and security threat groups/gangs, and assists in the validation of security threat group/gang members.
- Supports other entities within the Investigative Division through intelligence collection and analysis.
- Works closely with other federal, state, and local law enforcement agencies.
- Prepares and conducts presentations regarding the efforts of OSTI.
- Ensures completion of all staff training.

Knowledge, Skills, and Abilities:

Knowledge of investigative techniques; of Oklahoma law as it pertains to crime, search and seizure, arrest and rules of evidence; of public relations as they pertain to investigative activities; and of the principles and practices of administration including supervision/management. Knowledge of, and skill in, the use and application of appropriate information technology. Ability to plan, direct and coordinate the activities of others; to interpret, analyze and resolve complex problems; to communicate effectively both orally and in writing; to establish and maintain effective working relationships; and to organize and manage several projects simultaneously.

Education and Experience:

Statutorily Required: N/A

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Minimum Qualifications: Bachelor's degree and five (5) years of experience in correctional/security, or law enforcement capacity including three (3) years in a supervisory capacity. Must be eligible for, or have completed the training necessary for certification as a peace officer in accordance with the requirements of Title 70, O.S. 3311.

Preferred Qualifications: Five (5) years of experience in a division specializing in internal affairs, investigations or intelligence, and certification as a State of Oklahoma peace officer.