

BSW Correctional Program Coordinator (Evidence-Based Programs)

Job Description:

The Correctional Program Coordinator is responsible for overseeing the planning, coordination, and implementation of re-entry programs designed to support incarcerated adults as they prepare for successful reintegration into the community. This role ensures the effective delivery of evidence-based services that address barriers to re-entry such as employment, housing, education, substance use, and life skills.

Working collaboratively with facility staff, community partners, and re-entry specialists, the Program Coordinator develops individualized re-entry plans, monitors program outcomes, and ensures that participants are connected with appropriate resources both during incarceration and post-release. This position plays a key leadership role in enhancing public safety through rehabilitation and community reintegration efforts.

Responsibilities:

- Coordinate and monitor re-entry programming for adult inmates, including life skills training, job readiness, housing support, and transition planning.
 - Develop and maintain individualized re-entry plans in collaboration with correctional counselors and case managers.
 - Build partnerships with community-based organizations, employers, housing providers, and social services to facilitate continuity of care.
 - Track participant progress and outcomes using appropriate case management and data reporting tools.
 - Ensure all re-entry programs are aligned with evidence-based practices and institutional policies.
 - Provide support and guidance to program facilitators and re-entry staff.
 - Conduct risk/needs assessments on all inmates interested in services.
 - Serve as a liaison between incarcerated individuals, institutional staff, parole/probation officers, and community stakeholders.
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Qualifications:

- Bachelor's degree in social work or a related field.
- Previous experience facilitating evidence-based programs within a correctional or similar setting is highly desirable.
- Knowledge of evidence-based practices and interventions commonly used in corrections, such as cognitive-behavioral therapy (CBT) and motivational interviewing (MI).

- Excellent interpersonal skills, with the ability to establish rapport and build trust with diverse populations, including individuals with histories of trauma, substance abuse, and mental health disorders.
- Strong communication skills, both verbal and written, with the ability to effectively present information, facilitate group discussions, and engage participants in the learning process.
- Ability to work collaboratively as part of a multidisciplinary team, as well as independently with minimal supervision.
- Flexibility and adaptability to meet the changing needs of program participants and respond to emergent situations as they arise.
- Commitment to maintaining professional boundaries, confidentiality, and ethical standards in all interactions with program participants and colleagues.

Please email your resume to countymayor@claibornecountytn.gov or submit an online application by visiting <https://claibornecounty.gov/employment> by the close of business on Friday, March 6, 2026. Claiborne County Government is an EEO employer.

Deadline for submission: COB Friday, March 6, 2026