



### **Corrections Advisor in Guatemala City, Guatemala**

CRC is seeking a qualified corrections advisor to act as a Corrections Program Analyst as part of the Central America Regional Security Initiative (CARSI). The CARSI Initiative, one of the largest and most sophisticated multi-lateral security efforts in the world, provides funding for the USG to assist the governments of the CARSI countries with police professionalization, justice sector reform, counter narcotics efforts, border security management, crime and violence prevention, and anti-corruption efforts.

#### **Duties and Responsibilities**

- The Corrections Program Analyst will assist the INL-Guatemala Correction Program Manager with planning, coordinating and implementing complex and multi-faceted strategies to help implement the GPS National Policy for Penitentiary Reform to support the Corrections Program goals and objectives. The Corrections Program Analyst will
- Assist INL-Guatemala Corrections Program Advisor and Team in developing strategic planning sessions and implementation plan to regain control of Penitentiary System
- Conduct pre-employment background investigations on all model corrections program staff
- Assist INL-Guatemala Corrections Program Advisor and Team in planning work projects in the context of security and threats.
- Assist the INL-Guatemala Corrections Program Advisor and Team with implementing the USG support to the Guatemalan Penitentiary System (GPS) which houses adult prisoners and the Secretariat of Social Welfare (SSW) which houses juvenile prisoners in expanding the institution's ability to provide a safe, secure, humane and transparent correctional management system that upholds human rights.
- Provide essential information from intelligence products and investigations; analyze data and synthesize the information into the form of records, reports, miscellaneous communications, case files, and other sources to support research and analysis.
- Apply highly developed inductive reasoning skills to provide a proactive approach to potential threats
- Establish relationships in the host country as needed to ensure success of prison reform efforts.
- Perform other duties as assigned
- Provide a written weekly activity report in English to the INL-Guatemala Corrections Program Manager by or before noon each Fri- day;
- Provide monthly analysis report in English on security and prison gang information;
- Submit a quarterly report in English to the INL-Guatemala Corrections Program Manager on or before the last Friday of each Month. Such quarterly report shall contain the following:
  - Detailed list of vetted GPS and SBS officials;
  - Changes in staff members of GPS and SBS officials;
  - Location of key inmates (criminal organization affiliated) locations in GPS and SBS);



- Security or programmatic threats in GPS and SBS
- Hours for this full-time position will be the core hours of U.S. Embassy Guatemala: 7:30 am to 5:00 pm Monday through Friday, 40 hours per week.
- The position is located in Guatemala City, Guatemala.
- The Corrections Program Analyst may be required to travel nationally and internationally to complete tasks assigned.

#### Qualifications

- Bachelor's degree International Affairs, Political Science or Criminal Justice
- Guatemala Citizen
- RSO security clearance
- FSI level 4/4 Spanish, Level 3/3 English
- Minimum of four (4) years in working with governments entities, international organizations, and/or community-based groups with- in Guatemala;
- Knowledge of Guatemala Laws and International Relations;
- Knowledge of, and exposure to corrections policies and guidelines related to managing gang members in GPS and;
- Ability to identify and provide information that is essential to corrections program;
- Ability to gather and analyze information and to synthesize the data into reports that can be disseminated;
- Expertise in the identification of criminal affiliations
- Expertise in identifying and investigating security threat groups in GPS and SBS and provide an accurate understanding of present and future threats.
- Ability to interact and to establish and maintain effective working relationships with internal and external stakeholders.
- Capacity to conduct analysis and research, including ability to evaluate and integrate information from a variety of sources and make proposals to improve program.

#### Preferred Qualifications

- Knowledge and Proficiency of various software applications including but not limited to; Word, Excel, Publisher, PowerPoint, etc.

#### About CRC

Crisis Response Company, LLC (CRC) is a Service Disabled Veteran Owned Small Business (SDVOSB) formed in 2009 by leaders who have captured and led numerous and recent peacekeeping operations on behalf of DoS, DoD, United Nations, the African Union, and Private Industry. CRC's leadership formed the company with a single goal to enable Governments and Private Industry succeed in Security Sector Reform/Transformation, Subject Matter Expert Manning, and Defense initiatives around the globe.

Please send qualified resumes to [admin@crc-intl.com](mailto:admin@crc-intl.com)