

## NM Certified Jail Specialist Requirements Checklist

|  |   |
|--|---|
| <p>The NM <b>EDGE</b> (Education Designed to Generate Excellence in the public sector)<br/>         A Program of NM Cooperative Extension Service<br/> <b>“NM Certified Jail Specialist” Curriculum Checklist</b><br/>         Successful completion of the following classes <b>20 classes</b> &amp; the culminating experience is required to earn a NM Certified Jail Specialist designation (NMCJS).<br/>         For further information contact <a href="mailto:nmedge@nmsu.edu">nmedge@nmsu.edu</a> or go to <a href="http://nmedge.nmsu.edu">nmedge.nmsu.edu</a></p> |   |
| January 1, 2015  |   |
| <b>Classes</b>   | Each class comprises three hours of classroom instruction |
| <b>Jail Specialist Required Classes</b>  | <b>Date Completed</b>                                     |
| Take each of the following 13 JP classes   | <b>13 classes required</b>                                |
| JP 101- Best Practices in Daily Facility Operations  |   |
| JP 102- Basic Investigations   |   |
| JP 103- Use of Force   |   |
| JP 104- Crisis Intervention Team Training Part I   |   |
| JP 105- Institutional Safety Management  |   |
| JP 106 Special Populations I (Must take JP 106 & JP 107 the same day)  |   |
| JP 107 Special Populations II (Must take JP 106 & JP 107 the same day)   |   |
| JP 108 Inmate Classification System  |   |
| JP 109-Critical Incident/Emergency Planning  |   |
| JP 111- Inmate Rights I (Must take JP 111 & JP 112 the same day)   |   |
| JP 112- Inmate Rights II (Must take JP 111 & JP 112 the same day)  |   |
| JP 121- Sexual Misconduct  |   |
| JP 151- Technical Writing in Detention   |   |
| <b>CPM Required Classes</b>  | <b>4 classes required</b>                                 |
| Take each of the following 4 CPM classes   |   |
| CPM 121- Ethics and Professionalism  |   |
| CPM 131- General HR Law  |   |
| CPM 144- Risk Management   |   |
| CPM 151- Foundations of Communication  |   |
| <b>CPM Electives</b>   | <b>3 elective classes required</b>                        |
| Choose 3 classes from those listed below   |   |
| JP 114- Managing Juvenile & Youthful Offenders   |   |
| JP 115- Intro to Effective Supervision Skills  |   |
| CPM 111- Knowing Your Government   |   |
| CPM 112- Answering the Call to Public Service  |   |
| CPM 116- Detention Operations for Policy Makers  |   |
| CPM 132- Eliminating Discrimination in the Workplace   |   |
| CPM 133- Creating a Safe & Productive Workplace  |   |
| CPM 141- Public Finance  |   |
| CPM 156- Improving Writing Skills  |   |
| CPM 157- Creating a Service Oriented Culture   |   |
| <b>Culminating Experience</b>  |   |
| A Jail Focused Mini-Portfolio (oral or written assessment) - Graded on 10 point scale. Details Provided Upon Completion of Classes and Verifying Audit   |   |