



Jail MANAGERS BULLETINS (JMBs)

Jail Managers Bulletins emphasize techniques and strategies to assist with supervisory and managerial issues related to jail operations. Choose from 60 topics that explore subjects ranging from critical incident planning to supervision of personnel.

- AJA Member: \$60.00 per volume plus shipping**
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JMB ORDER FORM

JAIL MANAGERS BULLETINS (JMBs)

JMB VOLUME I

- 1 The Role of a Jail Supervisor
- 2 Communications Concepts for Supervisors
- 3 Science of Documentation
- 4 Disciplining Subordinates
- 5 Ethics & Responsibility
- 6 Dealing with Employee Problems
- 7 Time Management
- 8 Team Building in Corrections
- 9 Evaluating Employee Performance
- 10 The Art of Delegation
- 11 Critical Incident Planning
- 12 Problem Solving/Decision Making
- ALL **COMPLETE VOLUME I**

JMB VOLUME II

- 1 Inmate Grievance Procedures
- 2 Supervising Security Operations
- 3 Working with the News Media
- 4 Labor Relations
- 5 Manager as a Trainer
- 6 Personnel Supervision: Getting Results through People
- 7 Supervising Special Areas of the Jail
- 8 Direct Supervision Jails
- 9 Proactive Jail Management
- 10 Population Management
- 11 Jail Standards
- 12 Managing Inmate Property
- ALL **COMPLETE VOLUME II**

JMB VOLUME III

- 1 Training & Staff Development
- 2 Infectious Diseases: A Management Issue
- 3 Management of Inmates with Mental Illness
- 4 Special Problems in Inmate Management
- 5 Intermediate Sanctions
- 6 Developing Community Support for Your Jail
- 7 Hostage Negotiations
- 8 Personnel Selection & the Americans with Disabilities Act

- 9 Working with Architects
- 10 Interpersonal Communications: Skills-Based Training Strategies
- 11 Employee Assistance Programs
- 12 Allocation & Deployment of Personnel
- ALL **COMPLETE VOLUME III**

JMB VOLUME IV

- 1 Progressive Staff Discipline
- 2 Transitioning from Linear to Direct Supervision
- 3 Creating Partnerships with the Community
- 4 Motivating Correctional Staff
- 5 OSHA Guidelines on Exposure to Bloodborne Pathogens
- 6 Improving Jail Management
- 7 Role of the Self-Fulfilling Prophecy in Management
- 8 Managing Change in Your Jail
- 9 The Role of Line Supervisors in Direct Supervision
- 10 Fiscal Management for Jail Managers
- 11 Preparing for Management Positions
- 12 Sexual Harassment: Avoiding Lawsuits
- ALL **COMPLETE VOLUME IV**

JMB VOLUME V

- 1 Jail Ownership by Means of Empowering Staff
- 2 Jails & the Courts: A Cooperative Effort
- 3 Staff Training: Doing More with Less
- 4 Staff Training for Inmate Diversity
- 5 The Autonomy of Line Officers: Making Decisions
- 6 Food Service Management
- 7 Low Cost Programs to Reduce Inmate Idleness
- 8 Jail Standards & Inspections
- 9 Jail Industries & Private Sector Partnerships
- 10 Mediation Skills: How to Develop a Win/Win Situation
- 11 Media Management During an Emergency
- 12 Politics & Jail Management
- ALL **COMPLETE VOLUME V**

Visit AJA's website at www.aja.org to view the performance objectives for the JMBs, JOBs, and JOB Video Series.

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JOB/JMB Bulletins

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