

Deleyna Joseph

July 25, 2023

State of Nevada Department of Sentencing Policy

RE: Executive Director Position.

To whom it may concern:

I read with enthusiasm the posting for Executive Director for the Nevada Department of Sentencing Policy located in Carson City, NV. I possess the necessary skills and experience you seek and would make a valuable addition to your team.

My resume indicates that I possess more than the required experience/education. Currently, I am a doctoral candidate in the field of Criminal Justice/Public Policy Administration. I have a Master of Science degree in Forensic Psychology, a Master of Philosophy degree in Criminal Justice, a Bachelor of Science degree in Criminology/ Criminal Justice, and an Associate of Applied Science degree in Juvenile Justice.

I worked with the Nevada Department of Parole and Probation from 2011 to 2012. I was employed as a Correctional Officer from 2012 to 2015, and from 2020-2022, I worked as a senior criminal defense investigator for a private company in Oregon. I am employed as a United States Probation Officer stationed in the District of Nevada- Las Vegas, NV beginning in 2022 to current.

My education, work in corrections, criminal defense, and parole and probation mirror the qualifications you seek for the Executive Director Position. My education focuses on research, data, public policy, recidivism, and evidence-based practices and how they relate to the criminal justice field.

As a United States Probation Officer, I deal directly with sentencing and the federal sentencing guidelines. I work with a diverse group to accomplish team goals, maintain offender supervision, and assist the federal courts. To achieve this, I provide regular reports about offender status and make recommendations based on sentencing guidelines to give offenders the best opportunities for success and development while keeping community interest in mind.

As a correctional officer, I dealt directly with offenders and was responsible for direct supervision, ensuring the institution's safety and security, and assisting with Offender needs. While employed with Nevada Parole and Probation, I was able to

obtain an understanding of the Nevada State sentencing and supervision requirements. I observed how the process is carried out directly, the various teams working together to make this work, the procedures and policies, and how they come together. Additionally, while working as a senior defense investigator, aside from investigating their alleged criminal acts, I saw the criminal justice system through the lens of the defense. This position allowed me to see how the other side of the system works and how sentencing can affect those accused of crimes and the community.

Throughout my professional career, I have developed lasting relationships and community partnerships. These relationships allow me to understand better the needs of employees, the community, public policy, and stakeholders, which allowed me to provide collaboration between units and make lasting connections that further our team efforts.

I look forward to utilizing my education and experience to join a hard-working, data-driven, and challenging team. Please feel free to contact me at any time.

Sincerely,  
Deleyna Joseph

# Deleyna Joseph

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## SUMMARY STATEMENT

Focused academic with the ability and proven experience to conduct complex analytical research and investigations in an austere environment with no assistance or supervision. Skills to conduct thorough interviews of both cooperative and non-cooperative subjects with an attention to detail. Owner of a small business, to include a federally regulated and monitored commodity.

## PROFESSIONAL SKILLS

<b>Education</b>	Bachelor of Science in criminology/criminal justice, Master of Science in forensic psychology, Master of Philosophy in Criminal Justice. Current PhD candidate in criminal justice/ Public Policy Administration.
<b>Employment</b>	Able to keep calm under pressure and fully analyze problems. High level of integrity.
<b>Personal</b>	Strong work ethic. Organized, analytical, and focused. Self-Starter with impeccable time management skills.

## PROFESSIONAL WORK EXPERIENCE

**United States Probation Officer**, July 2022- Present

**United States District Court- District of Nevada**

**Salary:** CL28 Step 15, \$78,000

**Job Type:** 40 hour variable, Full-Time

**Supervisor:** Joy Gabonia,

Supervises individuals to maximize adherence to imposed conditions, reduce risk to the community, and to provide correctional treatment as necessary. Develops and implements supervision plans. Contacts persons under supervision through office and community visits and by telephone. Investigates employment/sources of income, lifestyle and associates, which will help to assess risk and compliance factors. Responsible for detection of substance abuse and implementing the necessary treatment or violation proceedings when appropriate. Communicates with other organizations and persons concerning persons under supervision behavior and conditions of supervision. Detects and investigates violations and implements appropriate alternatives and sanctions; reports violations to the appropriate authorities. Prepares reports, which may include application of U.S. Sentencing Commission revocation guidelines. Makes recommendations for disposition. Testifies at revocation hearings.

**Senior Criminal Defense Investigator**, February 2020 – July 2022

**Hart 2 Hart Investigations**, Gresham, OR,

**Salary:** \$42,000 per year

**Job Type:** 40+ hours per week, Full-Time

**Supervisor:** Troy Hartwell

Supervise five other investigators, responsible for training and assisting interns. I average 70 to 80 different criminal cases and defendants and manage the investigators' caseloads I supervise, work with over 30 defense attorneys throughout the State of Oregon. The majority of my caseload are special offenders. Special offenders would include but are not limited to sex offenders and those experiencing mental health-related disorders, write Affidavits, Attend Competency and Fitness to Proceed Hearings on behalf of the Defendants, communicate with the prosecution to seek risk versus needs assessments for service-related and specialty court plea offers

**Investigator III**, November 2015 – June 2016

**State of Nevada**, Las Vegas, NV

**Salary:** \$42,000 per year

**Job Type:** 40 hours per week, Full-Time

**Supervisor:** Gary Landry

Conducted investigations pertaining to complaints made to the state. Worked with a task force of multiple policing agencies dealing with prostitution and human trafficking. Testified in front of boards. Wrote concise and accurate reports pertaining to findings. Referred charges to the Attorney General's office as necessary. Assisted in writing investigation policies and procedures.

**Correctional Officer/Investigator**, May 2013 – November 2015

**Nevada Department of Corrections**, Las Vegas, NV

**Salary:** \$36,000 per year

**Job Type:** 40 hours per week, Full-Time

**Supervisor:** Warden Gentry

Promoted safety, order and functionality in a correctional facility. Supervised and oversaw 7 correctional officers and investigators. Trained new officers and investigators. Conducted the extradition of inmates from various jurisdictions and states. Conducted stationary and mobile surveillance on individuals being investigated. Mitigated risk, accurately analyzing and evaluating criminal information while processing crime scenes. Interviewed subjects, targets and witnesses for information verification and corroboration. Developed case plans and conducted comprehensive investigation tactics to obtain necessary evidence.

### **OTHER WORK EXPERIENCE**

**Sole Proprietor/Owner**, June 2020 – Present

**Joseph Firearms**, Henderson, NV

**Salary:** n/a

**Job Type:** 40 hours per week, Full-Time

Firearms sales business.

**Emergency Medical Technician**, February 2007 – March 2014

**MedicWest Ambulance**, N. Las Vegas, NV

**Salary:** \$28,000 per year

**Job Type:** 40 hours per week, Full-Time

**Supervisor:** Brandon Hunter

Adhered to all protocols and procedures to maintain safety of patients and paramedic crew. Assessed scene on arrival to identify potential safety issues and hazards affecting first responders. Assessed emergency situations and prioritized medical care for patients. Developed strong rapport with other medical professionals to foster quality and efficient patient care. Remained level-headed and proactive during emergency situations. Demonstrated dedication to providing quality care through continued training and education. Managed care in field and in-transit, including performing standard testing and administering necessary medication.

### **EDUCATION**

**Doctorate of Philosophy in Criminal Justice**, July 2024

Walden University, Online, Minnesota GPA 4.0

**Master of Philosophy in Criminal Justice**, June 2020

Walden University, Online, Minnesota GPA 4.0

**Master of Science in Forensic Psychology**, May 2018

Southern New Hampshire University, Online, New Hampshire GPA 3.77

**Bachelor of Science in Criminology/Criminal Justice**, May 2015

Arizona State University, Phoenix, Arizona

### **CERTIFICATIONS/ACHIEVEMENTS**

**Federal Law Enforcement Center- IPPT**, May 2023

**Private Investigator License**, April 2020

State of Oregon

**Federal Firearms License**, June 2020

Bureau of Alcohol, Tobacco, and Firearms

**Nevada Peace Officer's Standards and Training**, June 2013

State of Nevada

**National Honor Society**, January 2015-Present

**EMT-Intermediate**, February 2007

State of Nevada

**Emergency Vehicle Operator Course**, February 2007

MedicWest Ambulance, N. Las Vegas, Nevada

**Six Sigma**, December 2019

Advanced Innovation Group Pro Excellence

**Less- Lethal Weapons**, April 2014

Nevada Department of Corrections

**Taser**, April 2014

Nevada Department of Corrections

**Flying Armed**, April 2014

Nevada Department of Corrections

**Oleoresin Capsicum**, April 2014

Nevada Department of Corrections

**White Supremacist, Extremists, and Militia Groups**, November 2014

Las Vegas Metropolitan Police Department

**Mexican Drug Cartels**, November 2014

Las Vegas Metropolitan Police Department

**Mexican Gangs**, November 2014

Las Vegas Metropolitan Police Department

### **TRAINING**

**Federal Law Enforcement Center- IPPT**, May 2023

**Nevada Peace Officer's Standards and Training**, April-June, 2013: 240 hours

State of Nevada

**EMT School**, February-April, 2007: 300 hours

State of Nevada, MedicWest Ambulance

### **VOLUNTEER EXPERIENCE / COMMUNITY SERVICE**

**Girl Scouts of Southwest Washington/ Oregon**, September 2018

Troutdale, Oregon

Volunteer with Girl Scout troops and expeditions



07/20/2023

Good Afternoon,

My name is Aaron Larotonda and it is my honor to recommend Deleyna Joseph as the Executive Director of the Department of Sentencing Policy (NDSP). I have worked with and known Deleyna through my time at the North Las Vegas Police Department for over 14 years. I feel that she would be outstanding in this role and will bring a level of professionalism and attention to detail unparalleled by any other applicants.

Deleyna has demonstrated her amazing work ethic, and continual strive for betterment and self improvement over the time that I've known her. During her time at Medic West as an EMT (Emergency Medical Technician) She never failed to give her all to help save or help those in need. This often occurred well after the end of shift, forcing Deleyna to stay later than her partners which she did without hesitation. During her time as a Senior Defense Investigator she applied the same unstoppable work ethic working long into the night, often without pay, to ensure that her clients were receiving the best possible representation. Even now as a Federal Parole officer she continues to strive to give her all to her work. A quality that I believe will be important to the oncoming Executive Director as she won't just give you the extra mile, she'll give you ten extra miles.

What's more amazing than Deleyna's work ethic is her continual pursuit of knowledge. Deleyna has also continued her education well beyond what is required for this position. If she's not working, or taking care of her family, you can find Deleyna buried in data, statistics, and a mountain of research materials working on studies and reports for her PHD in Criminal Justice. Deleyna's education (Two master's degrees), coupled with her experience in the medical field, corrections, parole, and defense gives her an incredibly unique outlook as she has experience from all sides of the legal system that you will be hard pressed to find elsewhere.

Deleyna is a rare individual with qualities that you won't find anywhere else. She has the raw talent and work ethic to see her through any situation. Her drive to succeed and relentless pursuit of knowledge will ensure that every project, assignment, or task issue will be done, and done correctly. Deleyna's no nonsense attitude, and experience in all aspects of the criminal justice system, makes her an unrivaled candidate. Should you hire Deleyna as your Executive Director, you will never regret the decision and will see significant improvement and performance from this program.

Sincerely,

Aaron Larotonda  
Officer, North Las Vegas Police Department

A handwritten signature in cursive script that reads "Aaron Larotonda".



THE NATIONAL SOCIETY OF LEADERSHIP AND SUCCESS  
111 N. Magnolia Ave., Suite 1650, Orlando, FL 32801  
P: 201-222-6544 | F: 201-839-4604 | [www.nsls.org](http://www.nsls.org)

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Nevada Department of Sentencing Policy  
625 Fairview Drive suite 109  
Carson City, NV 89701

Dear Hunter Jones,

I am writing to recommend Deleyna Joseph for a position with State of Nevada Department of Sentencing Policy. Deleyna has been involved in The National Society of Leadership and Success (NSLS) at Walden University and has completed the Foundations of Leadership certification, a rigorous leadership training program facilitated through our organization.

As leadership skills are important in any successful business, I am confident Deleyna would be an excellent candidate for your organization. Through NSLS, Deleyna committed to leadership training focused on collaboration, goal setting, high achievement, honing leadership skills and styles, self motivation, and accountability. These exemplary qualities are aligned with employees who are poised for success. Instead of needing to acquire these skills on the job, Deleyna will come to your organization with them already developed.

The NSLS is the nation's largest leadership honor society, providing over 1 million members with life-changing certification programs, personal growth, and professional development resources. Since joining, Deleyna has attended training broadcasts with leaders such as former Presidents Barack Obama and George W. Bush, Mark Cuban, Barbara Corcoran, Trevor Noah, Deepak Chopra, Sir Richard Branson, and Arianna Huffington.

Additionally, through bi-weekly networking team meetings, Deleyna has learned how to use a peer group to increase performance while completing a journal to document progress and goals. Finally, Deleyna attended a comprehensive Leadership Training Day to connect all new learnings. The certification process is completed by an average of 1% of the students on college campuses running the NSLS program.

I hope you will consider Deleyna for a position within your company. The leadership certification Deleyna has completed will directly contribute to increased performance at State of Nevada Department of Sentencing Policy.

Very truly yours,

Neil Khaund  
President and CEO  
The National Society of Leadership and Success