Carissa Miniard has been employed by the Tennessee Department of Correction since 2014. She currently serves in the capacity as a Correctional Administrator in the Rehabilitative Services Division. She oversees Education, Reentry, Victim Services, Workforce Development and Jobs. In previous roles, she served as a Probation Parole Officer in Community Supervision with varying duties within that division. She also served as the Probation Parole Program Director before being promoted to her current role.

Outside of serving in state government, Mrs. Miniard has worked in the mental health field, serving clients with intellectual and developmental disabilities. Mrs. Miniard holds a Bachelor of Arts in Human Services and Counseling and a Master of Education in Human Development and Counseling from Lindsey Wilson College.