

Consider a career in criminal justice.

Probation/Parole Officer



What is Probation? What is Parole?

Probation is a period of court-ordered community supervision of an offender, imposed as an alternative to imprisonment. Parole and post-release supervision involve the release of an inmate to supervision in the community after completing a prison sentence.

What do Probation / Parole Officers do?

They protect our safety by helping offenders learn to live within the law. They supervise offenders' activities in the community and ensure their compliance with court orders and sanctions.

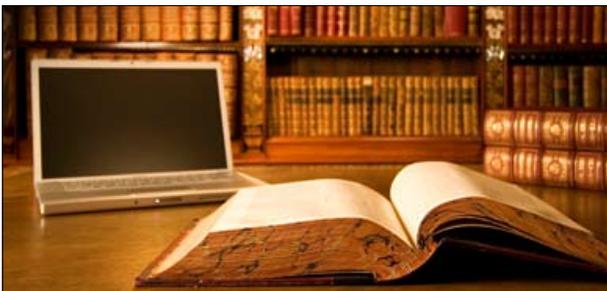
Probation/Parole Officers:

- ▶ Place offenders into appropriate supervision levels through investigative and assessment processes
- ▶ Evaluate what an offender needs to successfully complete probation or parole
- ▶ Counsel offenders
- ▶ Make decisions regarding treatment that offenders need
- ▶ Respond to offender behavior and non-compliance
- ▶ Intervene in crises and conduct arrests
- ▶ Carry safety equipment including a firearm, pepper spray and protective vest

What are the basic requirements?

You will need:

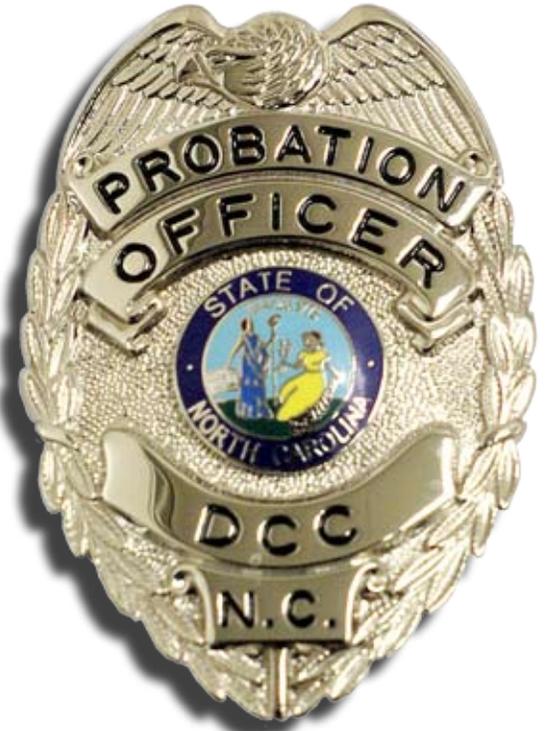
- ▶ To be a U.S. citizen
- ▶ A four-year college degree in criminal justice, correctional services, psychology, social work, or other related human services
- ▶ Two years of experience as a probation/parole officer or an equivalent combination of training and related experience
If you have a related college degree but no relevant experience yet, you may be considered as a trainee at a reduced salary.



**Officers are certified
by the NC Criminal Justice
Education & Training Standards
Commission.**

ings and to a background investigation.

- ▶ We will not employ you if you are drug or alcohol dependent.
- ▶ We will use the background investigation to check criminal history, previous employment and personal references.
- ▶ We cannot accept you if you have a felony or domestic violence conviction.



**Division of
Community Corrections**
North Carolina
Department of Correction

www.doc.state.nc.us/recruit
919-716-3122



Do you have what it takes?

The Department of Correction needs officers whose lifestyles will not jeopardize its mission to protect the public. That's why, when we consider your application, we will require you to submit to drug, psychological and physical screen-

*North Carolina has
more than 1,400 certified
Probation/Parole Officers
statewide.
They supervise approximately
115,000 offenders.*

How to apply

You will need to complete a **state application form** called a **PD-107**.

You can obtain one online at www.doc.state.nc.us/recruit.

That Web site will tell you what you need to know about applying to become a Probation/Parole Officer.

You can also call the Division of Community Corrections Human Resources office at **919-716-3122**.

What is the training like?

You would be trained in a broad range of knowledge and skills:

- ▶ The legal system and probation/parole law
- ▶ Officer-offender relations, including behavior, counseling, crisis intervention, offender supervision and motivational interviewing
- ▶ Administrative, case and offender management
- ▶ Preparation for court participation
- ▶ Drug identification
- ▶ Professional ethics and personal conduct
- ▶ Handgun safety, care and situational use
- ▶ Defensive protection
- ▶ Interpersonal communications
- ▶ Arrest, search and seizure
- ▶ Radio communication



Benefits

These benefits are available to Department of Correction employees:

- ▶ Vacation leave
- ▶ Sick leave
- ▶ Paid holidays
- ▶ Community service leave
- ▶ Family medical leave
- ▶ Military leave
- ▶ Voluntary shared leave
- ▶ Civil leave
- ▶ Health insurance
- ▶ Dental insurance
- ▶ Long term care
- ▶ Retirement system
- ▶ Supplemental retirement & deferred compensation
- ▶ Longevity pay
- ▶ Overtime / shift differential

To learn more about benefits offered to North Carolina state employees, visit www.osp.state.nc.us/divinfo/employ.htm.

N.C. Department of Correction Division of Community Corrections

4250 Mail Service Center
Raleigh NC 27699-4250

www.doc.state.nc.us/dcc

