

# CANDIDATE CONNECTION NEWSLETTER



Email: [ProbationParoleApplicant@dac.nc.gov](mailto:ProbationParoleApplicant@dac.nc.gov)

Website: [www.dac.nc.gov](http://www.dac.nc.gov)

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Address: 2020 Yonkers Road, Raleigh, NC 27699



## hello Prospective PPO

Thank you for your interest in joining the North Carolina Department of Adult Correction (NCDAC) as a Probation/Parole Officer. Candidate Connection is your one-stop resource designed to guide you through the journey of becoming part of our dedicated team. Whether you're just starting to explore the field or are already deep into the application process, this newsletter will provide essential insights, updates, and helpful tips to support you every step of the way.

Inside each issue, you'll find valuable information about the recruitment process, training requirements, job expectations, and life as an NCDAC Probation/Parole Officer. You'll also hear from current officers, learn about upcoming hiring events, and receive answers to frequently asked questions.

We're here to help you succeed—and we're excited to help you take the next step toward a meaningful career in public safety and community supervision.

## PPO Recruiters

### Meet Our Team



Zachary Cochran - Division 1



Natalie Williams - Division 2



Crystal Bunch - Division 3



Kaylyn York - Division 4

**Connect with a recruiter today!**

**Find your region here!**

## Intern Highlight



Ty' Asiah Smith

Elizabeth State University

Ty' Asiah Smith is a junior at Elizabeth State University, she is currently completing a summer internship with Probation and Parole in Chowan County.

### Why Choose this internship?

"I have always been interested in a career in law enforcement but not specifically being a Deputy or Police Officer, so Probation caught my eye. My mother is in Corrections, so I knew I would want to do something in that or Probation."

### Things I have learned?

"It has felt like a real learning process, and being able to see the entire process has been eye opening. I have realized there is more to being a Probation Officer than what most people think."

### My Future Plans:

"I hope to go into the Probation or Corrections field but my dream Goal SBI Agent. Maybe when I get older and more experience."

Did you Know?

**What is the ratio to male and female for probation officers in NC?**

**Wait for next issue**



## PPO Basic Training: 8 Weeks to Suit Up Like a Pro!

Get ready to dive into **8 power-packed** weeks of training designed to transform you into a confident, capable Probation/Parole Officer. Here's a peek at what you'll master:



### Drug ID & Search Skills

Train your eyes to recognize substances and learn safe search procedures.

### Casework Like a Boss

Master case management, documentation, and keeping things organized behind the scenes.



### Ethics & Conduct

Learn what it means to walk the walk with professionalism and integrity.



### Connecting with Offenders

Build the tools to supervise with fairness, hold accountable, and support positive change.

By the end of training, you won't just know the job—you'll be ready to do it.



### Mind Matters

Learn how to guide behavior, talk through tough moments, and motivate change with motivational interviewing and crisis intervention.

### Cognitive Behavioral Intervention (CBI)

Understand how thoughts drive actions—and how to help others make better choices.



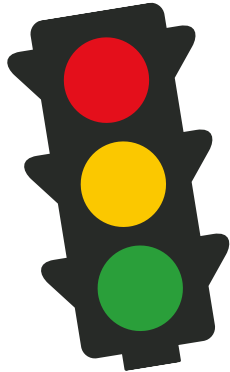
### Law & Order 101

Explore how the legal system works and what the law says about probation and parole.



### Drug ID & Search Skills

Train your eyes to recognize substances and learn safe search procedures.



We know the hiring journey can sometimes feel like a road trip without GPS—so we created a Hiring Process Map to help you see where you are and what's ahead!

Just a friendly reminder: the process can take some time, with a few key stops along the way like interviews, background checks, and approvals. But don't worry—we haven't forgotten about you!



Ready to see where you are on the path?

Check out the map, and get a sense of the route ahead. Whether you're at the "Interview Station" or cruising through "Reference Check Road," it'll give you a great idea of what's next.



### Application Review

Your application will be screened for minimum qualifications.



### Interview

If selected, you will be invited to interview.



### Background & Pre-offer Checks

If you move forward, we will complete:  
Criminal background check  
Reference Checks



### Pre-offer assessments (FMRT)/ background Information

You will receive links to complete this online.



### Conditional Offer

Once you pass the above steps, you will receive a conditional job offer and move forward in processing.



### Processing Appointments

Regional Employment Office appointment for fingerprinting and completing onboarding documents.  
FMRT appointment for in-person psychological assessment, physical exam, and drug screening.



### Final Approval for Hire

Once all requirements are successfully met, final approval is granted.



### Start Date Confirmed

You will be contacted with your official start date.

**FAQ**

**APPLY NOW**