

Probation / Parole Associate

Probation/Parole officers 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.

The Probation/Parole Associate (PPA) performs entry level probation/parole work with the expectation that employees in this role will progress to a fully qualified Probation/Parole Officer position within one year or less.

Probation/Parole Officers and Associates:

- ▶ 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;
- ▶ Perform home visits with the offenders under supervision; and
- ▶ Successfully complete Basic Training.



Probation/Parole Officers are certified by the North Carolina Criminal Justice Education and Training Standards Commission.

Find more information by visiting:
North Carolina Department of Public Safety
www.ncdps.gov
Click on "Jobs"

You can also call the Community Corrections Human Resources office at **919-324-1128**.

Probation/Parole Officer applicants should apply online at:

Office of State Personnel
www.osp.state.nc.us/jobs



N.C. Department of Public Safety
Division of Adult Correction
Community Corrections
4250 Mail Service Center
Raleigh NC 27699-4250
919-716-3100
www.ncdps.gov

**Consider a
Career in
Community
Corrections!**

**Probation/Parole
Associate**



Probation and Parole

Probation is a period of court-ordered community supervision of an offender, imposed as an alternative to imprisonment.

Post Release and Parole are forms of supervision in the community after completing a prison sentence.

The Basic Requirements

To be a Probation/Parole Associate, you will need:

- ▶ To be a U.S. citizen;
- ▶ To be at least 20 years old;
- ▶ A bachelor's degree in Criminal Justice, Correctional Services, Psychology, Social Work, or other related Human Services field.
- ▶ Preference will be given to those who have completed an internship in a criminal justice program in North Carolina.



- ▶ We will not employ you if you are drug dependent or addicted to intoxicating liquors.
- ▶ We will use the background investigation and the personal references you give us to check what jobs you have had and your history of criminal activity.
- ▶ We cannot accept you if you have a felony or domestic violence conviction.
- ▶ You must have less than six points on your driver's license.

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 and offender supervision;
- ▶ Administrative, case and offender management;
- ▶ Preparation for court participation;
- ▶ Professional ethics and personal conduct;
- ▶ Interpersonal communications;
- ▶ Handgun safety, care and situational use;
- ▶ Defensive protection;
- ▶ Drug identification;
- ▶ Arrest, search and seizure;
- ▶ Radio communication.



Benefits

- ▶ Vacation leave
- ▶ Sick leave
- ▶ Voluntary shared leave
- ▶ Community service leave
- ▶ Paid holidays
- ▶ Military leave
- ▶ Family medical 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.



Do you have what it takes?

The Department of Public Safety 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 screenings and to a background investigation.

