

Class Concept

This is independent professional work in conducting preliminary parole revocation hearings through reviewing the decisions of a Probation/Parole Officer who has found probable cause for revocation of a parole. Hearings are administrative in nature, although parolees are permitted to be represented by legal counsel. Findings affirming probable cause can be appealed to the Parole Commission. Employees communicate with offenders, probation and parole offices, law enforcement officers and other agency representatives.

Recruitment Standards

Knowledge, Skills, and Abilities

- Thorough knowledge of the rules and regulations governing the parole system.
- Thorough knowledge of the principles and practices of supervising parolees.
- Ability to conduct administrative hearings and analyze evidence gathered representing opposing points of view.
- Ability to communicate effectively and to clearly express findings in writing.

Minimum Education and Experience

Bachelor's degree from an appropriately accredited institution and three years of experience as a probation/parole officer; or an equivalent combination of education and experience.