

CALIFORNIA DEPARTMENT OF CORRECTIONS & REHABILITATION

NOTICE OF EXAMINATION FOR:

(EXAMINATION FINAL FILING DATE OF: JUNE 2, 2017)

PAROLE AGENT I, ADULT PAROLE

SALARY

\$5,525 - 8,799/mo.



Parole Agents play an extremely important role in public safety through effective supervision

of offenders that includes accountability and linking parolees with rehabilitative programs, reentry resources and community service providers.

ENFORCEMENT

- Apprehend and arrest parolees and other persons suspected of involvement in criminal activities, violations of parole, or present a danger to themselves or others, to promote public safety and hold the parolees accountable.
- Conduct investigations of alleged parole violations or criminal behavior utilizing current law enforcement methods.
- Prepare various correspondence, administrative and/or judicial reports to document information for the administrative or judicial authority.
- Represent CDCR as a witness in administrative or judicial proceedings for parole violations or criminal behavior and/or any other court hearings.

REHABILITATION

- Address criminogenic needs for parolees who have identified needs (e.g. employment, housing, medical care, counseling, education, social activities) to promote successful reintegration and public safety.
- Function independently to assist parolee with successful reintegration utilizing critical thinking, effective time management, multi-tasking skills, stress management, and training.
- Make recommendations in administrative or judicial proceedings to promote reintegration and public safety.
- Promote reintegration and public safety utilizing current trends and evidence based best practices.

WHAT ARE WE LOOKING FOR?

Highly motivated and dedicated men and women who want to engage in challenging yet rewarding missions. Some of the factors that a desired candidate would possess include:

KNOWLEDGE OF:

- Principles, techniques, and trends in parole and correctional casework.
- Methods used and problems involved in the supervision and rehabilitation of parolees/releases.
- Laws pertaining to prisons, probation, and adult paroling authorities.
- Principles and methods of making investigations and obtaining evidence.
- Laws of arrest, rules of evidence, and court procedure.
- Organizations, facilities, and services of public and private welfare and employment agencies available to parolees/releases.
- Functions and procedures of State, county, and municipal law enforcement agencies.
- Employment conditions and opportunities in California and of facilities available for instruction, training, and placement of parolees/releases.
- Firearms policies and handling of safety equipment.
- Vocational and educational counseling.

ABILITY TO:

- Analyze situations accurately and adopt an effective course of action.
- Write correspondence.
- Prepare comprehensive and accurate casework reports.
- Communicate effectively both verbally and in writing.

SELECTION PROCESS

To apply for a Parole Agent I, Adult Parole (AP) position with CDCR, you must apply, take, and be successful in the current Parole Agent I, AP Examination.

Step One- Establish A Cal Career Account

Visit: <https://www.jobs.ca.gov/Default.aspx>. Follow the steps to create a Cal Career account.

Step Two- Review the Examination Bulletin

Visit: [www.cdcr.ca.gov/Career Opportunities/HR/OPS/Exams/Exams Open/PDFs/Parole-Agent-I-Adult-Parole.pdf](http://www.cdcr.ca.gov/Career_Opportunities/HR/OPS/Exams/Exams_Open/PDFs/Parole-Agent-I-Adult-Parole.pdf) to review examination information.

Step Three- Take the Examination

Using your Cal Career account submit your application to apply and schedule for the Parole Agent I, AP examination.

Questions?

Call Us at: (916) 322-2545 or E-Mail Us at: ExamHelpDesk@cdcr.ca.gov