JOB POSTING:
Probation & Parole Officer
Ministry of Community Safety and Correctional Services
Responsibilities
• Provide probation/parole and conditional sentence services to adult/young offenders, courts and related agencies through assessment, case management, report preparation and utilization of community resources.
Qualifications
• University bachelor’s degree in social sciences or related discipline
• Proficiency in English and French
• Knowledge and experience in applying social work practices, counselling and referral sources
• Demonstrated knowledge of problem solving, case work concepts and legal practices
• Ability to establish/maintain client and stakeholder relationships
• Well-developed interpersonal, administrative and communication skills

COMPANY INFORMATION:
The Ministry of Community Safety and Correctional Services is committed to ensuring that Ontario’s communities are supported and protected by law enforcement and public safety systems that are safe, secure, effective, efficient and accountable. The Ministry’s responsibilities fall into the following categories: Correctional Services, Community Safety and Security, and Policing Services. Correctional Services establishes and operates Ontario’s adult and young offender correctional institutions and probation and parole officers; has jurisdiction over adult offenders under parole supervision as granted by the Ontario Parole and Earned Release Board; and provides programs and facilities to assist in offender rehabilitation (anger and aggression control, life management skills, etc.). Becoming a probation and parole officer is a complex task and goes far beyond locking and unlocking doors. They are peace officers responsible for the care, custody and control of offenders.

Skills & Experiences Sought by Employer | David Gagnon’s Experiences
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Bachelor’s degree in social sciences & related disciplines. | Double major in Sociology and Crime and Deviance, minor in Psychology
Proficiency in English and French | Fully bilingual: attended Francophone high school; summer work experience with Sûreté du Québec as student research analyst
Knowledge and experience in social work practices, counselling and referral sources | Volunteer probation officer and intake officer: supervised clients, verified intake info, assigned clients to probation officers, made job and community referrals
Ability to establish and maintain relationships | Community support worker; volunteer probation officer
Well-developed administrative and communication skills | Research analyst: searched, retrieved and documented clinical data for Sûreté du Québec; record keeping and report writing in probation and parole work