

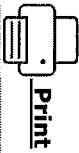


(<http://www.ontario.ca/>)

Recommended web browser to access OPS Careers is Microsoft Edge



**Apply By:** Monday, February 14, 2022 11:59 pm EST



Print

## Job Information

# PROBATION AND PAROLE OFFICER

**Organization:**

Ministry of the Solicitor General

**Division:**

Probation & Parole

**City:**

London, St Thomas

**Job Term:**

6 Temporary with possible extension

**Job Code:**

10172 - Probation Officer 2

**Salary:**

\$1,358.44 - \$1,678.85 Per Week\*

\*Indicates the salary listed as per the OPSEU Collective Agreement.

**Posting Status:** (<https://www.goijobs.gov.on.ca/Pages/JobAddDefinitions.aspx>)

Open

**Job ID:**

175605



**Apply Online** (<https://intra.employees.careers.gov.on.ca/Apply.aspx?Language=English&JobID=175605>).



**View Job Description** (<https://intra.employees.careers.gov.on.ca/PDR.aspx?Language=English&JobID=175605>).

As public servants working in the Ministry of the Solicitor General, you will lead with integrity, demonstrate professionalism, champion inclusion, diversity, equity, accessibility and human rights, and strive for excellence. Probation and Parole Officers are entrusted by our fellow citizens to play a pivotal role in the justice sector, promoting community and victim safety through the assessment and effective case management of offenders on community supervision.

While supporting public safety, ensuring offender accountability, and enforcing compliance, Probation and Parole Officers are tasked with assisting vulnerable offenders who face significant barriers and require guidance navigating the challenges of living with issues such as mental health, addictions, historical and ongoing systemic discrimination (e.g., racism) and related barriers such as poverty, transiency and historical/intergenerational trauma. They are committed to evidence-based practice in response to the changing needs of diverse communities.

Probation and Parole Officers are honest, accountable, caring, ethical, respectful, inclusive, and are passionate about reducing recidivism to support victim and community safety.

This is an exciting and intrinsically rewarding career within the Ontario Public Service where you can assist the offender population in making significant changes in their lives.

### What can I expect to do in this role?

Working as part of a diverse and dynamic team, you will:

- Provide probation, parole and conditional sentence services to adult offenders
- Investigate and gather information to prepare reports ordered by the Courts and the Ontario Parole Board to support

sentencing and parole decisions

- Enhance community safety by monitoring and enforcing conditions of court orders
- Assess criminogenic and other risk and needs and develop and implement offender case management plans to address those needs
- Help offenders to make positive changes by guiding and supporting their efforts through meaningful interventions, skills building, cognitive-behavioural counselling, referrals, programming and motivational interviewing
- Liaise with victims and build relationships with diverse criminal justice system partners and stakeholders such as police, courts and community agencies (including Indigenous communities and organizations)

## **How do I qualify?**

### **Mandatory**

- Degree (from an institution authorized by the province to grant degrees) in one of the following disciplines: social work, psychology, sociology, and criminology OR a degree (from an institution authorized by the province to grant degrees) and experience greater than five years in total, in a social services or correctional organization, in a role(s) that involves the formal assessment of human behaviour and the application of structured interventions aimed at supporting the changing of human behaviour.

### **Applied social work expertise:**

- Demonstrated counselling and motivational interviewing experience
- Relationship building skills to counsel, provide offenders with guidance and support
- Demonstrated ability to develop, implement, monitor, update and evaluate offender-focused case management
- Experience in the delivery of structured individual and group interventions
- Demonstrated ability to effectively gather data to support the completion of a comprehensive assessment
- Demonstrated ability to interpret and analyze assessment information gathered through identification of offender risk, need and responsibility

### **Strong decision-making expertise:**

- Demonstrated use of professional discretion to make timely and appropriate decisions that are aligned with offender supervision strategies, individual needs, critical analysis, policy and legislation
- Demonstrated ability to set clear and consistent expectations for accountability or to initiate corrective action to address risk mitigation and offender rehabilitation

### **Communication and interpersonal skills:**

- Demonstrated interpersonal skills to contribute to a respectful workplace that values human rights, diversity, inclusion and equity
- Skills and ability to ensure completion of the administrative components of case management (including documentation, data entry, meeting deadlines and managing multiple priorities)
- Verbal communication skills to work effectively with colleagues, offenders, victims, stakeholders and justice partners with diverse needs and perspectives
- Demonstrated ability to gather and present information verbally and in writing in a clear, accurate, concise and professional manner

### **Experience working with Indigenous offenders**

- Demonstrated insight into the impacts on offenders, victims, and communities who have experienced the effects of systemic barriers and intergenerational trauma
- Demonstrated understanding of Indigenous peoples' histories, the impacts of colonization, systemic discrimination and barriers, and intergenerational trauma, and of the unique needs of Indigenous offenders, victims and communities
- Demonstrated ability to integrate culturally appropriate, relevant and meaningful services and methods of intervention for offenders in their healing journey, and to support reconciliation
- Creativity, flexibility and respect for Indigenous perspectives and traditional approaches to achieving and maintaining change

### **Additional information:**

- If you have not completed the Ministry's Probation and Parole Officer basic training program and the experience requirement, you will be hired in the Probation Officer (PO1) salary range (\$1,066.17 - \$1,389.53) per week

### **OPS Commitment to diversity, inclusion, accessibility, and anti-racism:**

We are committed to build a workforce that reflects the communities we serve and to promote a diverse, anti-racist, inclusive, accessible, merit-based, respectful and equitable workplace. We invite all interested individuals to apply and encourage applications from people with disabilities, Indigenous, Black, and racialized individuals, as well as people from a diversity of ethnic and cultural origins, sexual orientations, gender identities and expressions.

Visit the [OPS Anti-Racism Policy \(https://www.ontario.ca/page/ontario-public-service-anti-racism-policy\)](https://www.ontario.ca/page/ontario-public-service-anti-racism-policy) and the [OPS](#)

<https://www.ontario.ca/page/ops-inclusion-diversity-blueprint>) pages to learn more about the OPS commitment to advance racial equity, accessibility, diversity, and inclusion in the public service.

We offer employment accommodation across the recruitment process and all aspects of employment consistent with the requirements of Ontario's [Human Rights Code](http://www.ohrc.on.ca/en/ontario-human-rights-code) (<http://www.ohrc.on.ca/en/ontario-human-rights-code>). Refer to the application instructions below if you require a disability-related accommodation.

## Additional Information

### Address:

- 1 Temporary, duration up to 10 months, 198 Talbot St, St Thomas, West Region, Vulnerable Sector Check, Driver's License History
- 2 Temporary, duration up to 10 months, 233 Wharncliffe Rd S, 1st Floor, London, West Region, Vulnerable Sector Check, Driver's License History
- 1 Temporary, duration up to 6 months, 561 Southdale Rd E, London, West Region, Vulnerable Sector Check, Driver's License History
- 1 Temporary, duration up to 11 months, 561 Southdale Rd E, London, West Region, Vulnerable Sector Check, Driver's License History
- 1 Temporary, duration up to 9 months, 1165 Oxford St E, London, West Region, Vulnerable Sector Check, Driver's License History

### Compensation Group:

Ontario Public Service Employees Union

**Schedule:** (<https://www.goijobs.gov.on.ca/Pages/JobAddDefinitions.aspx>)

6

### Category:

Corrections and Enforcement

### Posted on:

Monday, January 31, 2022

### Note:

- In accordance with the Ontario Public Service (OPS), Employment Screening Checks Policy (ESSCP), the top candidate(s) may be required to undergo a security screening check. Refer to the above to determine the screening checks that are required for this position.

Required security screening checks along with your written consent, will be sent to the Transition and Security Office (TSO), Talent Acquisition Branch (TAB), HR Service Delivery Division (HRSD) to evaluate the results. If applicable, the TSO, with your written consent, will request and obtain any additional employment screening checks that were not obtained directly by you.

A record under the Criminal Code and/or other federal offence record(s) does not automatically mean you will be ineligible for the position. The employment screening check(s) will only be reviewed and evaluated by the TSO for the purpose of making a security clearance decision. The details of an individual's employment screening check(s) will be considered in specific relation to the duties and responsibilities of the position being filled. Employment screening check records will be maintained by the TSO and kept strictly confidential.

- Less qualified applicants may be considered on an underfill basis.
- Effective October 1, 2021, the OPS COVID-19 Safe Workplace Directive requires all Ontario Public Service employees to provide proof they are fully vaccinated, meaning they are fully vaccinated as defined by the Ministry of Health (refer to: [COVID-19 Fully Vaccinated Status in Ontario](https://health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/vaccine/COVID-19_fully_vaccinated_status_ontario.pdf) ([https://health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/vaccine/COVID-19\\_fully\\_vaccinated\\_status\\_ontario.pdf](https://health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/vaccine/COVID-19_fully_vaccinated_status_ontario.pdf)), including 14 calendar days have passed since receiving their final dose of the COVID-19 vaccine.

Employees who do not provide proof of full vaccination will be deemed 'not vaccinated' under the Directive and will be required to attend a vaccine education program and undergo regular rapid antigen testing. Employees who are not vaccinated under the policy with a valid medical exemption will not be required to attend a vaccine education program but must undergo regular rapid antigen testing.

## How to apply:

1. You must apply online (<https://intra.employees.careers.gov.on.ca/Apply.aspx?Language=English&JobID=175605>).
2. Your cover letter and resume combined should not exceed five (5) pages. For tips and tools on how to write a concise cover letter and resume, review the [Writing a Cover Letter and Resume: Tips, Tools and Resources](https://intra.employees.careers.gov.on.ca/Docs/OPSCoverLetterandResumeWritingGuide.pdf) (<https://intra.employees.careers.gov.on.ca/Docs/OPSCoverLetterandResumeWritingGuide.pdf>).
3. Customize your cover letter and resume to the qualifications listed on the job ad. Using concrete examples, you must show how you demonstrated the requirements for this job. We rely on the information you provide to us.
4. Read the [job description](https://intra.employees.careers.gov.on.ca/PDR.aspx?Language=English&JobID=175605) (<https://intra.employees.careers.gov.on.ca/PDR.aspx?Language=English&JobID=175605>) to make sure you understand this job.
5. OPS employees are required to quote their WIN EMPLOYEE ID number when applying.
6. If you require a disability related accommodation in order to participate in the recruitment process, please [Contact Us](https://www.goijobs.gov.on.ca/ContactUs.aspx) (<https://www.goijobs.gov.on.ca/ContactUs.aspx>) to provide your contact information. Recruitment Services staff will contact you within 48 hours.

Please be advised that the results of this competition may be used to form an eligibility list of qualified candidates to potentially fill future vacancies represented by the Ontario Public Service Employees Union (OPSEU). In accordance with the Collective Agreement, eligibility lists are shared with OPSEU representatives. By applying to this competition, you are providing consent that your name may be shared with OPSEU representatives.

All external applicants (including former employees of the Ontario Public Service) applying to a competition in a ministry or Commission public body must disclose (either in the cover letter or resume) previous employment with the Ontario Public Service. Disclosure must include positions held, dates of employment and any active restrictions as applicable from being rehired by the Ontario Public Service. Active restrictions can include time and/or ministry-specific restrictions currently in force, and may preclude a former employee from being offered a position with the Ontario Public Service for a specific time period (e.g. one year), or from being offered a position with a specific ministry (either for a pre-determined time period or indefinitely). The circumstances around an employee's exit will be considered prior to an offer of employment.

**Remember:** The deadline to apply is **Monday, February 14, 2022 11:59 pm EST**. Late applications will not be accepted.

We thank you for your interest. Only those selected for further screening or an interview will be contacted.

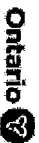
**The Ontario Public Service is an inclusive employer.**  
**Accommodation is available under the Ontario's Human Rights Code**  
**(<http://www.ohrc.on.ca/en/ontario-human-rights-code>).**



**[Apply Online](https://intra.employees.careers.gov.on.ca/Apply.aspx?language=English&JobID=175605)** (<https://intra.employees.careers.gov.on.ca/Apply.aspx?language=English&JobID=175605>)

---

**[CAREERS HOME](https://intra.careers.gov.on.ca)** (<https://intra.careers.gov.on.ca>) | **[HOME](https://intra.ontario.ca/ops/hr-career-planning)** (<https://intra.ontario.ca/ops/hr-career-planning>) | **[CONTACT US](#)** | **[LINKS](#)** | **[InsideOPS](#)** (<https://intra.ontario.ca/>)



This site is maintained by the Government of Ontario

**[Privacy](http://www.ontario.ca/government/privacy-statement)** (<http://www.ontario.ca/government/privacy-statement>) | **[Terms of Use](http://www.ontario.ca/government/terms-use)** (<http://www.ontario.ca/government/terms-use>)  
**[Queen's Printer for Ontario, 2006](http://www.ontario.ca/government/copyright-information-c-queens-printer-ontario)** (<http://www.ontario.ca/government/copyright-information-c-queens-printer-ontario>)  
Last Modified : 11/15/2021 4:09:50 PM