

Ministry of Public Safety and Solicitor General
Corrections Branch
Community Corrections Division

Applicant Information Package – Probation Officer

Thank you for your interest in becoming a probation officer in British Columbia subject to court imposed community supervision where all staff support our clients to make pro-social choices and achieve better outcomes for themselves and those around them. Our staff believe everyone has the capacity to make positive changes in their lives.

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Educational -secondary education towards a diploma or degree

Canadian educational institution AND three years of full -time related

working with people with complex social, health or legal needs. secondary education towards a diploma or degree

Driver's License

- A valid Class 5 B.C. driver's license without restrictions or an equivalent Canadian driver's license. A valid BC Class 7 may be considered.

Application and Hiring Process

All probation officer positions which are permanent or over 7 months in length and are open to external applicants are posted on the [BC Government Jobs](#) website. Applicants should reach out to a local office to inquire about short term auxiliary opportunities.

In some locations, preference may be given to applicants who have previous experience as a probation officer or who have experience working with people with complex social, health or legal needs. In addition, all probation officer applicants must be willing to work with adult clients who have committed or are alleged to have committed criminal acts including intimate partner violence or sexually motivated offences. Overnight travel to remote locations and working outside typical work hours may be required.

Qualified applicants will be assessed according to the education, experience, knowledge, skills and abilities required for the position. The hiring process varies by location but commonly includes a writing proficiency assignment, a typing skills test and a virtual behavioral competency interview. Applicants who pass the assessment phase of the hiring process will proceed to the past work performance check. At the conclusion of this process, the successful applicant will be offered a position, or placement on an eligibility list for future vacancies.

Security Screening

Candidates offered a position must complete and pass the Criminal Record Review Act Check (CRRRA),



Training

Once hired, all probation officers are provided comprehensive paid training through the Justice Institute of BC. Initial training takes approximately six months to complete, and probation officers have modified work duties during this training period. Probation officers are committed to continuous development and, over time, will take additional training in program facilitation, structured community supervision and supervision of sexually motivated offenders.

ⁱ If post secondary education was obtained outside of Canada, please contact the International Credential Evaluation Services (ICES) for a Comprehensive Report which will evaluate the credentials, confirm language of instruction, and determine comparable levels in BC or Canadian terms. When post secondary education was instructed in a language other than English, applicants are required to provide proof of English language proficiency by means of:

- Canadian Academic English Language (CAEL) – 70;
- Canadian English Language Proficiency Program (CELPIP General) - 7;
- International English Language Testing System (IELTS Academic) - 6.5;
- Test of English as a Foreign Language (TOEFL) - overall score of 90; or
- Language Proficiency Index (LPI) –5.
Certificate, diploma, undergraduate or 54 -n(u1MCID o n0078>Tjot.522 0 q<0(e Tdu00789l) of)12.5 (9)1.5-31-