



# JOB of the Week



**Job name:** Probation Officer

**Job description:** Probation officers supervise people serving community and prison sentences and help them to stay away from crime.

**Tasks you will undertake in the job:** As a Probation Officer you'll:

- interview offenders before sentencing or parole
- make sure offenders attend supervision appointments and take part in group programmes
- run programmes to change offenders' behaviour
- assess risks and write reports to help prisons and parole review boards make decisions
- work with victims of violent or sexual crime when prisoners are considered for parole
- work with prisoners about to be released

### Working environment

- You could work in a prison, in a court, in an office or in the community.
- Your working environment may be emotionally demanding.



**Skills required for this job (core competencies):**

Communication	Resilience	Organisation	Teamwork
Problem Solving	Initiative	Creativity	Digital literacy

### Restrictions and regulations for Probation Officers:

You'll need to: pass enhanced background checks, as you may be working with children and vulnerable adults

**Salary:** Probation Officers are typically paid a starting wage of £22 250, this increases with experience; experienced Probation Officers can expect to earn approximately £40 000 p.a.



**Working hours:** Working hours are usually around 36-38 hours per week (variable). It is likely that you will work during some evenings and weekends (but this will be occasional rather than a regular working pattern)

## Qualifications to become a Probation Officer:

You can get into this job through: a university course; working towards this role and applying directly

**University:** You can do a foundation degree, higher national diploma or degree in: Criminology; Sociology; Psychology; Youth and community work. Once you complete your course you can apply for the Professional Qualification in Probation training programme. Entry requirements: 1 or 2 A levels, or equivalent, for a foundation degree or higher national diploma or 2 to 3 A levels, or equivalent, for a degree

**Work:** You could start as a probation services officer, then: take the Level 3 Diploma in Probation Practice and further on-the-job training; get relevant experience and then apply to join the Professional Qualification in Probation training programme

**Volunteering:** You'll be expected to have paid or voluntary experience of working with vulnerable people or people with challenging behaviour before you apply for training. See Do IT and NCVO for information on voluntary opportunities in your area.

**Direct Application:** You may be able to apply for probation jobs if you already hold a level 5 or equivalent qualification approved by HM Prison & Probation Service. For example, a social work degree that includes a probation option.

**Essential skills you need to show:** To succeed as a Probation Officer, the following personal skills and attributes would give you an advantage:

- patience and the ability to remain calm in stressful situations; knowledge of psychology
- to be thorough and pay attention to detail
- to be flexible and open to change; the ability to work on your own
- counselling skills including active listening and a non-judgemental approach
- knowledge of public safety and security; the ability to understand people's reactions
- to be able to use a computer and the main software packages competently

**This job in the future:** The workforce is projected to grow by 4.3% over the period to 2027, creating 600 jobs. In the same period, 55.3% of the workforce is projected to retire, creating 7,900 job openings.

[www.icould.com](http://www.icould.com)

[www.successatschool.org](http://www.successatschool.org)

[www.nationalcareers.service.gov.uk](http://www.nationalcareers.service.gov.uk)

[www.prospects.ac.uk/jobs-and-work-experience/job-sectors](http://www.prospects.ac.uk/jobs-and-work-experience/job-sectors)

[www.ucas.com/careers-advice](http://www.ucas.com/careers-advice)

[www.kudos/cascaid.co.uk/#/](http://www.kudos/cascaid.co.uk/#/) (you all have a log on for this service)

[www.careersbox.co.uk](http://www.careersbox.co.uk) (careers videos)

Helpful sites for careers information  
GAT careers links

<http://airhead.io/public/launchpads/XqbuOMJgb0OfqvMPCykzA>

