

# Corrections and Probation- Administration of Justice

*Inland Empire/Desert Region (Riverside and San Bernardino counties combined)*

*This workforce demand report uses state and federal job projection data that was developed before the economic impact of COVID-19. The COE is monitoring the situation and will provide more information as it becomes available. Please consult with local employers to understand their current employment needs.*

## Summary

- The knowledge, skills, and abilities provided by the community college *corrections and probation administration of justice (CPAOJ)* programs lead to three distinct occupations, collectively referred to as the *CPAOJ occupational group* in this report.
- Employment for the *CPAOJ occupational group* is expected to **increase by 3% between 2019 and 2024**. A total of **633 annual job openings** will be available each year over the five-year timeframe.
- The **entry-level, 25<sup>th</sup> percentile, hourly wages** for the occupations in this group are between **\$29.37 and \$46.59 per hour, well above the \$21.78 per hour self-sustainable hourly wage** estimate for a single adult with one child.
- There were **60 credentials issued** from regional community college CPAOJ programs over the last three academic years.
- There appears to be an opportunity to expand or create new CPAOJ programs based on the supply gap (the number of annual job openings and credentials issued) and the self-sufficient wages offered by the *CPAOJ occupational group*.

## Introduction

This report provides data on programs and occupations related to the California Community College the corrections (TOP 2105.10) and probation and parole (TOP 2105.20) program. The corrections program prepares students for employment through instruction of the theories, principles, and techniques of providing services to the incarcerated. The probation and parole program prepares students for employment through instruction of principles and techniques governing the probation and parole of legal offenders. (Taxonomy of Programs, 2012).

The knowledge, skills, and abilities trained by these programs lead to the following occupations. These three occupations are collectively referred to as the CPAOJ occupational group in this report:

- *Correctional Officers and Jailers* (SOC 33-3012)
- *First-Line Supervisors of Correctional Officers* (33-1011)
- *Probation Officers and Correctional Treatment Specialists* (21-1092)

## Job Opportunities

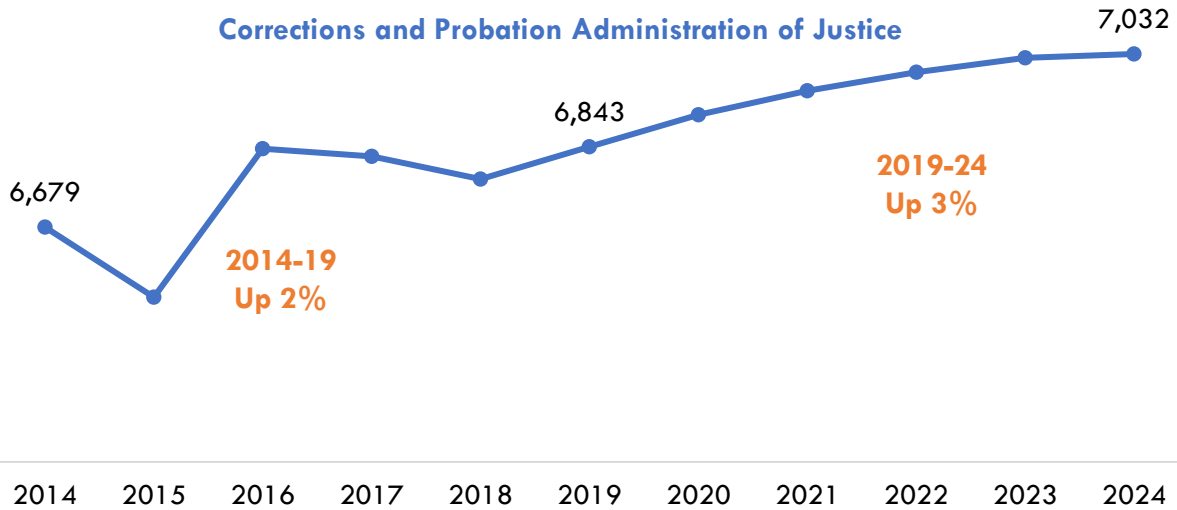
In 2019, there were 6,843 jobs in the CPAOJ occupational group in the Inland Empire/Desert region (IEDR). This occupational group is projected to increase employment by 3% through 2024. Employers are expected to have 3,167 job openings over the next five years to fill new jobs and backfill jobs that workers are permanently vacating (includes occupational transfers and retirements). An average of 42% of CPAOJ workers are age 45 years or older, indicating a near-future need for replacement workers. Exhibit 1 displays five-year projected job growth, and Exhibit 2 displays historical (2014 to 2019) and projected (2019-2024) jobs for the CPAOJ occupational group.

*Exhibit 1: Five-year projections for each occupation in the CPAOJ occupational group*

Occupation	2019 Jobs	2024 Jobs	5-Yr % Change (New Jobs)	5-Yr Openings (New + Replacement Jobs)	Annual Openings (New + Replacement Jobs)	% of workers age 45+
Correctional Officers and Jailers	4,986	5,079	2%	2,315	463	39%
Probation Officers and Correctional Treatment Specialists	1,247	1,332	7%	625	125	44%
First-Line Supervisors of Correctional Officers	609	621	2%	227	45	56%
<b>Total</b>	<b>6,843</b>	<b>7,032</b>	<b>3%</b>	<b>3,167</b>	<b>633</b>	<b>42%</b>

Source: EMSI 2020.2

Exhibit 2: Historical and projected jobs for the CPAOJ occupational group, 2014 – 2024



Source: EMSI 2020.2

### Job Postings

Exhibit 3 displays the number of job ads posted during the last 12 months, along with the regional and statewide average time to fill for the CPAOJ occupational group. Using a combination of job title and employer filters, this job posting search aims to determine the real-time regional demand for CPAOJ occupations. In the IEDR, there were 107 job postings listed in the last 12 months for the CPAOJ occupational group. To increase the number of job postings from which to pull real-time labor market information, this job posting search was expanded to include the Los Angeles/Orange County (LA/OC) region. There were twice as many job postings listed in the LA/OC region than in the IEDR. In the combined region, there were 331 online job postings for the CPAOJ occupational group listed in the last 12 months.

Despite there being more job postings in the combined region, over the last 12 months, there were no job postings for *first-line supervisors of correctional officers*. To provide real-time job posting information for this occupation, the job posting search for this occupation was expanded to include the whole state of California over the last five years, June 1, 2015 to May 31, 2020. Over this timeframe, there were 136 job postings for *first-line supervisors of correctional officers*.

It is important to note limitations when examining employer job ads. Job postings data is limited to the information provided by employers and the ability of artificial intelligence search engines to identify this information. Additionally, preliminary calculations by Georgetown Center on Education and the Workforce found that "just 30 to 40 percent of openings for candidates with some college or an associate degree,

and only 40 to 60 percent of openings for high school diploma holders appear online" (Carnevale et al., 2014).

On average, local employers fill online job postings for the CPAOJ occupational group within 25 days. This regional average is 19 days shorter than the statewide average of 44 days, indicating that it is much easier for local employers to fill open positions than other employers in California as a whole.

*Exhibit 3: Job ads and time to fill, June 2019 – May 2020*

Occupation	Job Ads	Regional Average Time to Fill (Days)	California Average Time to Fill (Days)
Correctional Officers and Jailers	224	27	29
Probation Officers and Correctional Treatment Specialists	107	15	16
First-Line Supervisors of Correctional Officers*	136	29	29
<b>Total</b>	<b>467</b>	<b>25</b>	<b>44</b>

Source: Burning Glass – Labor Insights \*Job posting information for supervisors of correctional officers reflects a 5-year timeframe for the state of California

## Earnings and Benefits

Community colleges should ensure their training programs lead to employment opportunities that provide a self-sustainable level of income. The Brookings Institute in their Advancing Opportunity in California's Inland Empire report found that a "good job" wage in the region is above \$18.00 per hour, or \$37,440 per year (Shearer, Shah & Gootman, p. 25). The Family Needs Calculator estimates that a self-sustainable wage for a single adult with one school-age child is \$21.78 per hour (Pearce & Manzer, 2020).

The CPAOJ occupations surpass the Brookings Institute's "good job" wage at the entry-level. These wages are also above the Family Needs Calculator self-sustainability rate. Exhibit 4 displays the IEDR hourly earnings for each occupation.

*Exhibit 4: Entry-level hourly earnings for the CPAOJ occupational group*



Source: EMSI 2020.2

According to the occupational guides developed by the California Labor Market Information Division, the CPAOJ occupational group typically receives medical, vision, and dental benefits as well as many others (Detailed Occupational Guides, 2020).

## Employers, Skills, Education, and Work Experience

Exhibit 5 displays the employers posting the most job ads for the CPAOJ occupational group during the last 12 months in the IEDR and LA/OC combined. The California Department of Correctional Rehabilitation has posted the most job ads.

Exhibit 5: Employers posting the most job ads for CPAOJ occupations, June 2019 – May 2020

Occupation	Employers
Correctional Officers and Jailers (n=171)	<ul style="list-style-type: none"> <li>California Department of Correctional Rehabilitation</li> </ul>
Probation Officers and Correctional Treatment Specialists (n=94)	<ul style="list-style-type: none"> <li>California Department of Correctional Rehabilitation</li> <li>San Bernardino County Probation Department</li> </ul>
First-Line Supervisors of Correctional Officers* (n=115)	<ul style="list-style-type: none"> <li>California Department of Correctional Rehabilitation</li> </ul>

Source: Burning Glass – Labor Insights \*Job posting information for supervisors of correctional officers reflects a 5-year timeframe for the state of California

Exhibit 6 displays a sample of specialized and employability skills that employers are seeking when looking for workers to fill positions in the CPAOJ occupational group. Specialized skills are occupation-specific skills that employers are requesting for industry or job competency. Employability skills are foundational skills that transcend industries and occupations; this category is often referred to as "soft skills." The skills requested in job postings may be utilized as a helpful guide for curriculum development.

*Exhibit 6: Sample of in-demand skills from employer job ads, June 2019 – May 2020*

Occupation	Specialized Skills	Employability Skills
Correctional Officers and Jailers (n=198)	<ul style="list-style-type: none"> <li>Scheduling</li> <li>Record Keeping</li> <li>Medication Distribution</li> <li>Law Enforcement or Criminal Justice Experience</li> </ul>	<ul style="list-style-type: none"> <li>Physical Abilities</li> <li>Building Effective Relationships</li> <li>Writing</li> <li>English</li> </ul>
Probation Officers and Correctional Treatment Specialists (n=90)	<ul style="list-style-type: none"> <li>Rehabilitation</li> <li>Psychology</li> <li>Medical Testing</li> <li>Case Management</li> </ul>	<ul style="list-style-type: none"> <li>Writing</li> <li>Research</li> <li>Teamwork/Collaboration</li> <li>Presentation Skills</li> </ul>
First-Line Supervisors of Correctional Officers* (n=91)	<ul style="list-style-type: none"> <li>Rehabilitation</li> <li>Scheduling</li> <li>Mental Health</li> <li>Treatment Planning</li> </ul>	<ul style="list-style-type: none"> <li>Writing</li> <li>Planning</li> <li>Communication Skills</li> <li>Problem Solving</li> </ul>

Source: Burning Glass – Labor Insights \*Job posting information for supervisors of correctional officers reflects a 5-year timeframe for the state of California

Exhibit 7 displays the entry-level education typically required to enter each occupation according to the Bureau of Labor Statistics (BLS), educational attainment for incumbent workers with "some college, no degree" and an "associate degree" according to the U.S. Census (2016-17) and the real-time minimum advertised education requirement from employer job ads.

*Exhibit 7: Typical entry-level education, educational attainment, and minimum advertised education requirements for the CPAOJ occupational group, June 2019 – May 2020*

Occupation	Typical Entry-Level Education Requirement	CC-Level Educational Attainment*	Real-Time Minimum Advertised Education Requirement			
			Number of Job Ads	High school diploma or vocational training	Associate degree	Bachelor's degree or higher
Correctional Officers and Jailers	High school diploma or equivalent	50%	138	90%	1%	9%
Probation Officers and Correctional Treatment Specialists	Bachelor's degree	16%	54	48%	4%	48%
First-Line Supervisors of Correctional Officers**	High school diploma or equivalent	48%	60	25%	25%	50%

Source: EMSI 2020.2, Burning Glass – Labor Insights \*Percentage of incumbent workers with a Community College Credential or Some Postsecondary Coursework

\*\*Job posting information for supervisors of correctional officers reflects a 5-year timeframe for the state of California

Exhibit 8 displays the work experience typically required to enter each occupation and the real-time work experience requirements from employer job ads. Most employers are seeking a candidate with two years of experience or less.

Exhibit 8: Work experience required and real-time work experience requirements, June 2019 – May 2020

Occupation	Work Experience Typically Required	Real-Time Work Experience			
		Number of Job Ads	0 – 2 years	3 – 5 years	6+ years
Correctional Officers and Jailers	None	99	69%	26%	5%

Occupation	Work Experience Typically Required	Real-Time Work Experience			
		Number of Job Ads	0 – 2 years	3 – 5 years	6+ years
Probation Officers and Correctional Treatment Specialists	None	65	69%	26%	5%
First-Line Supervisors of Correctional Officers*	Less than 5 years	52	69%	25%	6%

Source: EMSI 2020.2, Burning Glass – Labor Insights \*Job posting information for supervisors of correctional officers reflects a 5-year timeframe for the state of California

## Student Completions and Program Outcomes

Exhibit 9 displays annual average completion data for the California Community College *corrections* (2105.10) program, based on the most recent three academic years. There were no regional completions for the probation and parole (2105.20) program.

Exhibit 9: 2016-19, Annual average community college credentials for the corrections program in the IEDR

2105.10 – Corrections	Associate Degree	Certificate requiring 18 to <30 semester units	Certificate requiring 6 to <18 semester units	CCC Annual Average Credentials, Academic Years 2016-19
Chaffey	6	4	-	10
Moreno Valley	-	-	50	50
Mt. San Jacinto	-	-	0	0
San Bernardino	-	1	-	1
<b>Total</b>	<b>6</b>	<b>4</b>	<b>50</b>	<b>60</b>

Source: MIS Data Mart

California program outcome data may provide a useful insight into the likelihood of success for the proposed program. Community college student outcome information based on the selected TOP codes and region is provided in Exhibits 10 and 11. The outcome methodology is available in the appendix section of this report. Dashes indicate that there were too few program completers to obtain accurate outcome information.



*Exhibit 10: 2105.10 – Corrections strong workforce program outcomes*

<b>Strong Workforce Program Metrics:</b> <b>2105.10 – Corrections</b> <b>Academic Year 2016-17, unless noted otherwise</b>	<b>Inland Empire/Desert Region</b>	<b>California</b>
Unduplicated count of enrolled students (2017-18)	373	5,112
Completed 9+ career education units in one year (2017-18)	37%	27%
Economically disadvantaged students	74%	64%
Students who attained a noncredit workforce milestone in a year (2017-18)	-	-
Students who earned a degree, certificate, or attained apprenticeship (2017-18)	-	184
Transferred to a four-year institution (transfers)	14	171
Job closely related to the field of study (2015-16)	50%	63%
Median annual earnings (all exiters)	\$38,940	\$71,712
Median change in earnings (all exiters)	26%	29%
Attained a living wage (completers and skills-builders)	68%	80%

Sources: LaunchBoard Community College Pipeline and Strong Workforce Program Metrics

*Exhibit 11: 2105.20 – Probation and parole strong workforce program outcomes*

<b>Strong Workforce Program Metrics:</b> <b>2105.20 – Probation and Parole</b> <b>Academic Year 2016-17, unless noted otherwise</b>	<b>Inland Empire/Desert Region</b>	<b>California</b>
Unduplicated count of enrolled students (2017-18)	300	693
Completed 9+ career education units in one year (2017-18)	8%	32%
Economically disadvantaged students	35%	58%
Students who attained a noncredit workforce milestone in a year (2017-18)	-	-
Students who earned a degree, certificate, or attained apprenticeship (2017-18)	-	13
Transferred to a four-year institution (transfers)	-	17
Job closely related to the field of study (2015-16)	-	-
Median annual earnings (all exiters)	\$51,908	\$51,280
Median change in earnings (all exiters)	27%	35%

<b>Strong Workforce Program Metrics:</b> <b>2105.20 – Probation and Parole</b> <b>Academic Year 2016-17, unless noted otherwise</b>	<b>Inland Empire/Desert Region</b>	<b>California</b>
Attained a living wage (completers and skills-builders)	89%	80%

Sources: LaunchBoard Community College Pipeline and Strong Workforce Program Metrics

## Recommendation

The knowledge, skills, and abilities provided by the community college corrections and probation administration of justice (CPAOJ) programs lead to three distinct occupations, collectively referred to as the *CPAOJ occupational group* in this report. *Correctional Officers and Jailers*, *First-Line Supervisors of Correctional Officers*, and *Probation Officers and Correctional Treatment Specialists*. Collectively, these occupations will have 633 annual job openings, ranging from 463 annual job openings for *corrections officers and jailers* to 45 annual job openings for *first-line supervisors of correctional officers*. The 25<sup>th</sup> percentile wage for each occupation exceeds the self-sufficiency standard of \$21.78 per hour needed to support a single adult with one school-age child.

CPAOJ programs are assigned to corrections and the probation and parole community college programs. Corrections programs are offered at four regional colleges; an annual average of 60 credentials have been awarded from these programs over the last three academic years. No colleges currently offer probations and parole programs.

There appears to be an opportunity to expand or create new CPAOJ programs based on the supply gap (633 annual job openings for the *CPAOJ occupational group* and 60 credentials issued) and the self-sufficient wages offered by these occupations. Colleges considering CPAOJ programs should meet with employers to understand their demand for more workers and the specific requirements needed for gainful employment.

### Contact

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## Appendix: Occupation definitions, sample job titles, five-year projections for the administration of justice occupations

*Occupation Definitions (SOC) code), Education and Training Requirement, Community College Educational Attainment*

### **Probation Officers and Correctional Treatment Specialists (21-1092)**

Provide social services to assist in rehabilitation of law offenders in custody or on probation or parole. Make recommendations for actions involving formulation of rehabilitation plan and treatment of offender, including conditional release and education and employment stipulations.

**Sample job titles:** Adult Probation Officer, Correctional Counselor, Deputy Juvenile Officer, Deputy Probation Officer (DPO), Juvenile Probation Officer, Parole Agent, Parole Officer, Probation and Parole Officer, Probation Counselor, Probation Officer

*Entry-Level Educational Requirement: Bachelor's degree*

*Training Requirement: Less than one month on-the-job training*

*Incumbent workers with a Community College Award or Some Postsecondary Coursework: 16%*

### **First-Line Supervisors of Correctional Officers (33-1011)**

Directly supervise and coordinate activities of correctional officers and jailers.

**Sample job titles:** Captain, Correctional Lieutenant, Correctional Officer Captain, Correctional Officer Lieutenant, Correctional Officer Sergeant, Correctional Sergeant, Corrections Sergeant, Lieutenant, Sergeant, Shift Supervisor

*Entry-Level Educational Requirement: High school diploma or equivalent*

*Training Requirement: None*

*Incumbent workers with a Community College Award or Some Postsecondary Coursework: 48%*

### **Correctional Officers and Jailers (33-3012)**

Guard inmates in penal or rehabilitative institutions in accordance with established regulations and procedures. May guard prisoners in transit between jail, courtroom, prison, or other point. Includes deputy sheriffs and police who spend the majority of their time guarding prisoners in correctional institutions.

**Sample job titles:** Correctional Officer, Correctional Sergeant, Corrections Officer (CO), Custody Assistant, Deputy Jailer, Detention Deputy, Detention Officer, Jail Officer, Jailer, Jailor

*Entry-Level Educational Requirement: High school diploma or equivalent*

*Training Requirement: Between one and twelve months on-the-job training*

*Incumbent workers with a Community College Award or Some Postsecondary Coursework: 50%*

## Student Completions and Program Outcome Methodology

Exhibit 9 displays the average annual regional California Community College (CCC) credentials conferred during the three academic years between 2016 and 2019, from the California Community Colleges Chancellor's Office Management Information Systems (MIS) Data Mart, along with the enrollments from the most recent year available on LaunchBoard. Credentials are the combined total of associate degrees and certificates issued during the timeframe, divided by three in this case to calculate an annual average. This is done to minimize the effect of atypical variation that might be present in a single year. Enrollments are the count of enrollments in courses assigned to the TOP code in the selected year.

Community college student outcome information is from LaunchBoard and based on the selected TOP code and region. These metrics are based on records submitted to the California Community Colleges Chancellor's Office Management Information Systems (MIS) by community colleges, which come from self-reported student information from CCC Apply and the National Student Clearinghouse. Employment and earnings metrics are sourced from records provided by California's Employment Development Department's Unemployment Insurance database. When available, outcomes for completers are reported to demonstrate the impact that earning a degree or certificate can have on employment and earnings. For more information on the types of students included for each metric, please see the web link for LaunchBoard's Strong Workforce Program Metrics Data Element Dictionary in the References section (LaunchBoard, 2020a). Finally, employment in a job closely related to the field of study comes from self-reported student responses on the CTE Employment Outcomes Survey (CTEOS), administered by Santa Rosa Junior College (LaunchBoard, 2020a).

Table 1: 2019 to 2024 job growth, wages, education, training, and work experience required for the administration of justice occupational group, IEDR

Occupation (SOC)	2019 Jobs	5-Yr Change	5-Yr % Change	Annual Openings (New + Replacement Jobs)	Entry-Experienced Hourly Wage Range (25 <sup>th</sup> to 75 <sup>th</sup> percentile)	Median Hourly Wage (50 <sup>th</sup> percentile)	Average Annual Earnings	Typical Entry-Level Education & On-The-Job Training Required	Work Experience Required
Correctional Officers and Jailers (33-3012)	4,986	93	2%	463	\$29.37 to \$43.30	\$38.33	\$76,200	High school diploma or equivalent & 1-12 months	None
Probation Officers and Correctional Treatment Specialists (21-1092)	1,247	85	7%	125	\$32.78 to \$50.79	\$38.66	\$85,000	Bachelor's degree & 1 month	None
First-Line Supervisors of Correctional Officers (33-1011)	609	12	2%	45	\$46.59 to \$51.21	\$48.36	\$100,500	High school diploma or equivalent & 1-12 months	Less than 5 years
<b>Total</b>	<b>6,843</b>	<b>189</b>	<b>3%</b>	<b>633</b>	-	-	-	-	-

Source: EMSI 2020.2