Entry-Level Selection and Training Standards

The Board of Corrections has established and maintains statewide standards that provide valid selection criteria and training curricula for personnel entering local corrections positions of Corrections Officer (CO), Probation Officer (PO) and Juvenile Counselor (JC). The Board developed criterion, validated selection exams for these positions.

The use of valid selection examinations is one part of the Board's seven step selection process which helps local agencies identify the candidates who are most likely to be successful on the job. The Board of Corrections' selection process complies with federal and state laws and includes meeting the following criteria:

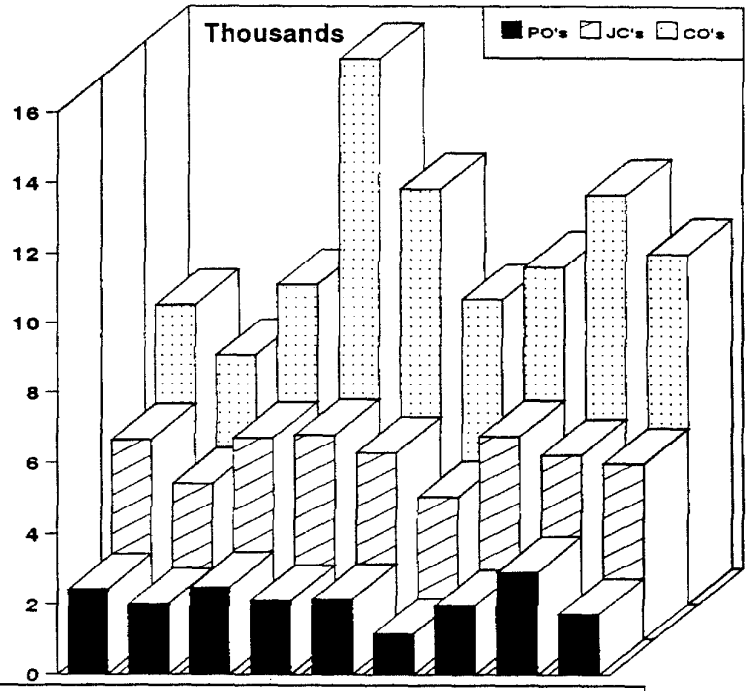
- The Board of Corrections' written selection examination which measures basic abilities and other characteristics for successful job performance.
- Competence in oral communication as demonstrated by an interview.
- The ability to perform the essential job functions as demonstrated by meeting the Board of Corrections guidelines for Vision, Hearing, and Medical Screening.
- Passing a background investigation conducted by the participating agency.
- A minimum of 18 years of age.
- Successful completion of entry-level Core training.
- Successful completion of an on-the-job probationary period.

The Board of Corrections' selection standards are in Title 15, California Code of Regulations, Division 1, Subchapter 1, Sections 130-133. These are in addition to other selection requirements that may pertain to staff, such as in Section 1031 of the Government Code.

The graph shows statewide use of the Board of Corrections' selection exams by local agencies. It illustrates the surge in recruitment of corrections officers to work in county and city jails in recent years due to facility expansion or remodeling.

Local Corrections Candidates

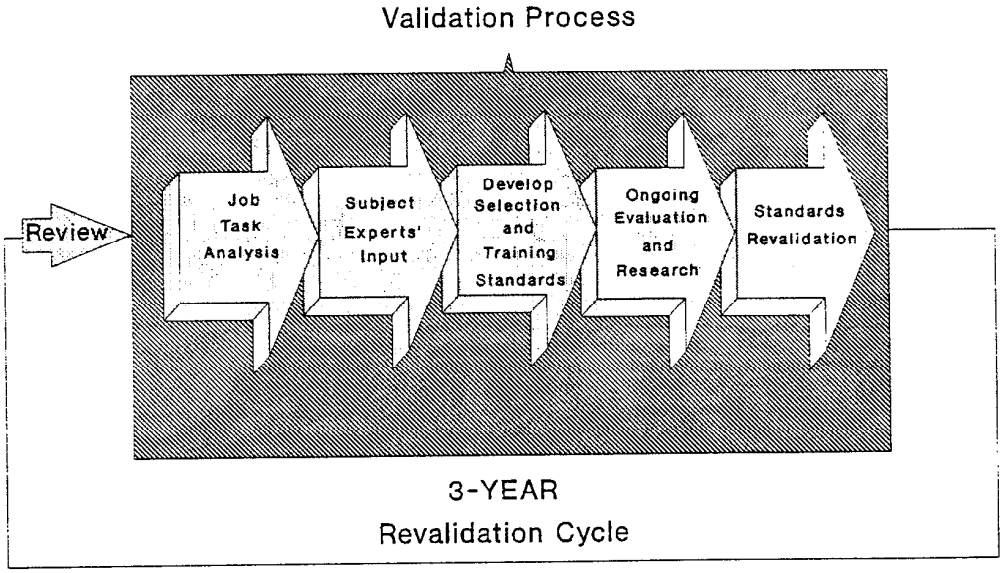
Tested by Position



	87/88	88/89	89/90	90/91	91/92	92/93	93/94	94/95	95/96
CO's	8.48	7.04	9.067	15.492	11.786	8.639	9.573	11.826	9.951
JC's	5.642	4.399	5.695	5.781	5.271	4.025	5.744	5.213	4.97
PO's	2.417	2.005	2.471	2.101	2.141	1.145	1.966	2.92	1.726

Thousands

STC has also established training curricula known as Core training for entry-level classifications. The Core training curricula for each of these positions is based on a comprehensive, statewide job-task analysis which used incumbents, their supervisors, and subject matter experts to identify necessary job tasks and the required level of performance of those tasks.

The original Core training curricula were developed in 1987. These curricula were revalidated and revised in 1990 and again in 1993 to reflect changes in job tasks throughout the state. Core training, established and maintained in this way, equips the entry-level corrections worker with the basic skills necessary to perform the job when taking responsibility for the care, custody and control of criminals.

Revalidation, updating and revision are critical parts of STC's role in managing these standards. To be effective, the standards must continue to be relevant, legally defensible and valid. The process (as shown in the diagram below) to maintain valid standards requires re-examination and formal revalidation every three years and ensures that new and changing work requirements are addressed.