Job Classifications
Additional requirements for mid-level and senior-level positions may apply. Detailed job descriptions can be found at doc.mo.gov.

- Probation & Parole Assistant I, II
- Probation & Parole Officer I, II
- Office Support Assistant
- Senior Office Support Assistant

Benefits
- Missouri State Employee Retirement System
- Deferred compensation plan
- Health insurance (medical, vision, dental for employees and family)
- Paid life insurance
- Long-term disability insurance
- Cafeteria plan
- Paid holidays
- 10 hours annual leave per month
- 10 hours sick leave per month
- Uniforms provided when required
- Pre-service and in-service training
- Access to credit union
- Direct deposit of paycheck (required)
- Employee health, wellness and safety initiatives
- MOST 529 College Savings Program

What We Believe

MISSION
Improving Lives for Safer Communities

VISION
Excellence in Corrections for a Safer Missouri

VALUES
We value safe work environments, a capable workforce and reduced risk and recidivism.
We value integrity and respect.
We value supportive leadership.
We value employee participation and teamwork.

Contact Information
If you’re interested in a position with the Division of Probation & Parole, visit doc.mo.gov or contact the recruiting office.

Missouri Department of Corrections
Division of Human Services
2729 Plaza Drive
Jefferson City, MO 65102
Tel: 573-526-6477
Fax: 573-526-7666
Email: Recruiting@doc.mo.gov

An Equal Opportunity Affirmative Action Employer Drug-Free Workplace
Role of the Probation and Parole Officer I, II

Entry-level professional in the area of adult probation and parole. Examples of work include: conducting investigations, assessing the needs and risk level of offenders to determine supervision strategies, preparing reports, assisting offenders with job searches, promoting rehabilitation, encouraging constructive activities, administering substance abuse assessments, collecting DNA samples, monitoring offenders under electronic supervision, issuing warrants as necessary, and acting as a liaison with the court or monitor low-level caseloads.

Qualifications of the Probation and Parole Officer I, II

Must be at least 21 years of age, with a high school diploma or proof of equivalency and a valid driver’s license.

Must have two or more years of work experience. Earned credit hours from an accredited college or university may substitute on a year-for-year basis for the required experience at a rate of 30 earned credit hours for one year.

Qualifications of the Probation and Parole Assistant I, II

Must have a high school diploma or equivalency and a valid driver’s license.