

Reference:

General Group Staffing for Probation Positions			
Group A	Group B	Group C	Group D
Employs nineteen or fewer professional probation officer (PO) positions at various levels	Employs twenty to forty-nine professional probation officer (PO) positions at various levels.	Employs fifty or more professional probation officer (PO) positions at various levels in a jurisdiction with a population less than 400,000.  OR  Where the population of the jurisdiction served is greater than 300,000 and less than 400,000.	Serves a jurisdiction having a population of 400,000 or more.
Probation Assistant	Probation Assistant	Probation Assistant	Probation Assistant
Probation Officer 1 Trainee	Probation Officer 1 Trainee	Probation Officer 1 Trainee	Probation Officer 1 Trainee
Probation Officer 1	Probation Officer 1	Probation Officer 1	Probation Officer 1
Probation Officer 2/Senior Probation Officer	Probation Officer 2/Senior Probation Officer	Probation Officer 2/Senior Probation Officer	Probation Officer 2/Senior Probation Officer
Probation Supervisor 1	Probation Supervisor 1	Probation Supervisor 1	Probation Supervisor 1
Probation Director (Group A)	Probation Supervisor 2/Principal Probation Officer	Probation Supervisor 2/Principal Probation Officer	Probation Supervisor 2/Principal Probation Officer
	Deputy Probation Director (Group B)	Deputy Probation Director (Group C)	Assistant Probation Director (Group D)
	Probation Director (Group B)	Probation Director (Group C)	Deputy Probation Director (Group D)
			Probation Director (Group D)
<b>NOTES:</b>			
1) For the purpose of grouping probation departments, the term professional probation officer (PO) positions refers to the titles of Probation Officer 1 Trainee, Probation Officer 1, Probation Officer 2/Senior Probation Officer, Probation Supervisor 1, Probation Supervisor 2/Principal Probation Officer, Assistant Probation Director, and Deputy Probation Director.			
2) Probation Assistant positions may be established in a ratio of not more than one (1) for each four (4) probation officers.			
3) For the purposes of department grouping and supervisory span of control, persons serving in the parenthetical titles of Probation Officer 1 (Community Liaison), and Probation Officer 1 (Other Language) shall be counted as Probation Officer 1 positions.			
4) Probation Officer 2/Senior Probation Officer positions will be permitted for situations requiring officers for specialized caseloads or assignments.			
5) Probation Supervisor 1 positions are to be established for every 4-7 probation officers (including persons serving in the titles of Probation Officer 1 Trainee, Probation Officer 1, and Probation Officer 2/Senior Probation Officer).			
6) Probation Supervisor 2/Principal Probation Officer positions may be established in Group C & D Departments; and in Group B Departments which employ three or more Probation Supervisor 1s.			
7) Deputy Probation Director positions are to be established in departments serving jurisdictions with a population of more than 300,000; and may be established in group C departments with a population less than 300,000, but employing 50 or more professional probation officer (PO) positions; and may be established in group B departments.			