

WHAT CAN I DO
WITH A DEGREE IN
CRIMINAL JUSTICE?

CAREER INFORMATION
AND JOB RESOURCES FOR
CRIMINAL JUSTICE
MAJORS

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LAW
ENFORCEMENT
POSITIONS

POLICE OFFICER:

CITY, COUNTY, STATE, CAMPUS, AND FEDERAL

General requirements: Most departments require a high school diploma. Some departments require a 2-year degree and pay higher salaries for bachelors and/or master's degrees. Police officers must pass physical fitness tests, be eligible to carry a firearm, pass employment examination and background investigations and complete law enforcement training, typically at a police academy.

Jobs in Alabama:

Tuscaloosa Police Department - <http://www.ci.tuscaloosa.al.us/index.asp?NID=503>

Tuscaloosa County Sheriff's Office - <http://www.tcsol.org/>

University of Alabama Police Department – <http://www.police.ua.edu>

Northport Police Department - <http://www.cityofnorthport.org/Default.asp?ID=22>

Alabama Department of Public Safety, State Troopers - <http://www.dps.state.al.us/>

Birmingham Police Department - <http://www.informationbirmingham.com/police/>

Hoover Police Department - <http://www.hooveral.org/Default.asp?ID=105>

Huntsville Police Department - <http://www.hsvcity.com/police/>

Mobile Police Department - <http://www.cityofmobile.org/mobilepd/index1.shtml>

F.B.I. AGENT

Requirements:

- Education requirements- 4 year degree from an accredited college or university
- 3 years of professional work experience required
- Age 23-37, eligible to carry a firearm
- Exams and background investigation
- See <http://www.fbijobs.gov/11.asp> for other qualifications, critical skills, physical fitness requirements, and application and hiring process

Job description:

- FBI Special Agents are responsible for conducting sensitive national security investigations and for enforcing over 300 federal statutes. As an FBI Special Agent you may work on matters including terrorism, foreign counterintelligence, cyber crime, organized crime, white-collar crime, public corruption, civil rights violations, financial crime, bribery, bank robbery, extortion, kidnapping, air piracy, interstate criminal activity, fugitive and drug-trafficking matters, and other violations of federal statutes.

Field Offices in/near Alabama:

Birmingham and Mobile

Little Rock, AR

Jacksonville, North Miami Beach, and Tampa, FL

Atlanta, GA

New Orleans, LA

Jackson, MS

Knoxville and Memphis, TN

Source: www.fbi.gov

SECRET SERVICE AGENT

Job Requirements:

-Education Requirements: (1) Bachelor's degree from an accredited college or university; or (2) three years of work experience in the criminal investigative or law enforcement fields that require knowledge and application of laws relating to criminal violations; or (3) an equivalent combination of education and related experience

-Age 21-37, eligible to carry a firearm

-Vision restrictions

-Written exam and background investigation

Job description:

-Conducts investigations into counterfeiting and other financial crimes; protects the president, vice-president, their families, former presidents, visiting heads of foreign states, presidential candidates, and secures National Special Security Events

-See <http://www.secretservice.gov/> for more information and for other Secret Service jobs

Field Offices in/near Alabama:

Birmingham, Mobile, and Montgomery

Little Rock, AR

Fort Myers, Jacksonville, Miami, Orlando, Tallahassee, Tampa, and West Palm Beach, FL

Albany, Atlanta, and Savannah, GA

Chattanooga, Knoxville, Memphis, and Nashville, TN

Baton Rouge and New Orleans, LA

Jackson, MS

Source: <http://www.secretservice.gov>

ALCOHOL, TOBACCO, AND FIREARMS SPECIAL AGENT

Job Requirements:

- Education Requirements: Bachelors degree, 3 year's general experience, or combination of education and experience
- U.S. citizen, register with selective service, age 21-37, drivers' license, eligible to carry firearm
- Complete application questionnaire, Treasury Enforcement Agent exam, ATF special agent applicant assessment test, field panel interview, medical/physical exam, drug test, polygraph test, background investigation, and be eligible to carry a firearm

Job Description:

- Investigates criminal violations of Federal laws within the enforcement jurisdiction of the U.S. Department of Justice.
- Conducts investigations of violations relating to explosives, firearms, arson, and alcohol and tobacco diversion.
- Gathers and analyzes evidence through investigative leads, seizures and arrests, execution of search warrants, and a variety of other means.
- Prepares concise criminal investigative case reports.
- Testifies for the government in court or before grand juries.
- See <http://www.atf.treas.gov/jobs/index.htm> for job information

Field Divisions Near Alabama:

Atlanta, GA

Nashville, TN

New Orleans, LA

Tampa and Miami, FL

Source: <http://www.atf.gov>

HOUSING AND URBAN DEVELOPMENT AGENT

Requirements:

- Education Requirements: Bachelors degree or 3 year's work experience
- Eligible to carry a firearm

Job Description:

- Agents investigate possible violations of criminal statutes using techniques such as interviews, surveillance, electronic monitoring, search warrants and subpoenas.
- In conducting investigations, OIG Special Agents work closely with other federal, state and local law enforcement agencies, as well as with OIG auditors. In addition to a Headquarters operation, the Office of Investigation also has 11 District Offices and 34 Duty Stations throughout the United States.
- A Special Agent can expect to be charged with investigating areas such as bid rigging, bribery, fraud, computer related crimes, conflicts of interest, and abuse in HUD programs.
- See <http://www.hud.gov/jobs/index.cfm> for job information

Source: <http://www.hud.gov>

BORDER PROTECTION AGENT, CUSTOMS AND BORDER PROTECTION

Job Requirements:

- Education Requirements: bachelor's degree, substantial work experience or combination
- Pre-employment testing consists of a thorough background investigation, medical examination, fitness test, and drug test.
- U.S. citizen, driver's license, age 21-under age 40, eligible to carry a firearm

Job Description:

-As a Border Patrol Agent, your primary focus would be to work in tandem with your U.S. Customs and Border Protection partners to prevent terrorists and terrorist weapons from entering the United States. Border Patrol Agents also detect and prevent the smuggling and unlawful entry of undocumented aliens into the United States, and apprehend those people found to be in violation of the immigration laws. Also, due to the increase in drug smuggling operations, the Border Patrol is the primary drug-interdicting agency along the land border between the ports of entry.

-One of the most important duties performed by a Border Patrol Agent is known as "line-watch". This involves the detection and apprehension of undocumented aliens and their smugglers by maintaining surveillance from a covert position, pursuing leads, responding to electronic sensor alarms, utilizing infrared scopes during night operations, using low-light level television systems, sighting aircraft, and interpreting and following tracks, marks, and other physical evidence. In addition, Border Patrol Agents perform traffic checks, traffic observation, city patrol transportation checks, and other administrative, intelligence, and anti-smuggling activities.

- See <http://www.cbp.gov/xp/cgov/careers/> for job information

Source: <http://www.cbp.gov>

U.S. MARSHAL

Job Requirements:

- Education Requirements: Bachelors degree or 3 years work experience or combination of both
- U.S. citizen, 21-36 years old, excellent physical condition, eligible to carry a firearm

Job Description:

- Under the close supervision of senior U.S. Marshals law enforcement personnel
- Deputy U.S. Marshals will perform the following vital law enforcement responsibilities:

Fugitive apprehension

Court security

Transporting and processing prisoners

Conducting body searches of prisoners and persons under arrest

Producing prisoners in court and maintaining custody of prisoners throughout court proceedings

Protecting sequestered juries

Providing protection for court facilities and personnel

Executing civil and criminal processes, and

Enforcing court orders and Attorney General orders involving civil disturbances, acts of terrorism, etc.

- See <http://www.usmarshals.gov/careers/index.html> for job information

Source: www.usmarshals.gov

DRUG ENFORCEMENT AGENCY SPECIAL AGENT

Job Requirements:

-Education Requirements: Bachelors degree

-Age 21-36, U.S. citizen, driver's license, excellent physical condition, vision requirements, pass background investigation, eligible to carry a firearm

Job Description:

- Enforcing the controlled substances laws and regulations of the United States of America. Bringing to justice organizations - including those with ties to terrorism - and their principal members, who are involved in the growing, manufacture or distribution of controlled substances. Supporting the diligent efforts of the Special Agents who play an essential and exclusive role in contributing to our nation's war on drugs and terrorism. Working to dismantle drug trafficking organizations, prosecute drug traffickers and destroy the financial infrastructure of these organizations. As the government's premier federal drug law enforcement agency, this is the mission and objective of the Drug Enforcement Administration (DEA).

- See http://www.usdoj.gov/dea/resources/job_applicants.html for job information

Source: <http://www.usdoj.gov/dea>

I.R.S. CRIMINAL INVESTIGATOR

Job Requirements:

- Education Requirements: Bachelors degree/3 years work experience/CPA/combination of education and experience
- U.S. citizen, 21-37, driver's license, eligible to carry a firearm

Job Description:

- In support of the overall IRS Mission, Criminal Investigation (CI) serves the American public by investigating potential criminal violations of the Internal Revenue Code and related financial crimes in a manner that fosters confidence in the tax system and compliance with the law.
- See <http://jobs.irs.gov/home.html> for job information

Source: <http://www.irs.gov>

POSTAL INSPECTOR, U.S.P.S

Job Requirements:

-Education Requirements: Bachelors degree

-21-36 years old, pass visual exam, hearing test, good physical condition, no felony convictions, valid driver's license

Job Description:

- Postal Inspectors investigate criminal, civil, and administrative violations of postal-related laws, often using forensics and cutting-edge technologies. It is essential that Postal Inspectors be in sound physical condition and be capable of performing rigorous physical activities on a sustained basis.

-See <http://postalinspectors.uspis.gov/employment/positions.aspx> for more information

Source: <http://www.uspsoig.gov>

PARK RANGER, NATIONAL PARK SERVICE

Job Requirements:

-Education Requirements: 4-year course of study above high school leading to a bachelor's degree with 24 semester hours of related course work OR 1 year of specialized experience equivalent to at least GS-4. Equivalent combinations of education and experience are qualifying.

-21 years old, U.S. citizen, drivers license, selective service registration

-Selectees must have completed a National Park Service (NPS) Seasonal Law Enforcement Training Program prior to entrance on duty

-Physical examination

-Background investigation

Job Description:

-Incumbents perform law enforcement duties such as road patrols, traffic enforcement, and boundary/hunting patrols. Incumbents investigate motor vehicle accidents and issue citations; respond to emergency calls; take action to preserve the peace, resolve problems, protect visitors and resources; apprehend violators; assist at major crime or accident scenes; and provide basic information to visiting public about park facilities and resources. Incumbents enforce fish and game regulations, permit requirements and restrictions, and public use limitation/restrictions. Overtime and shift-work can be expected.

Source: <http://www.nps.gov>

CONSERVATION ENFORCEMENT OFFICER, ALABAMA DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES

Job Requirements:

-Education Requirements: High school diploma or GED certificate.

- Six (6) months of experience participating in any area related to Conservation programs and their laws and regulations, to include activities involving game, fish, seafood, water safety, and parks.
- U.S. Citizenship.
- Applicants must be age 21 or older at time of application.
- Applicants must possess a valid driver's license issued by the Alabama Department of Public Safety at time of appointment.
- Applicants must meet the standards of the Alabama Peace Officers Standards and Training Commission during their probationary period.

Job Description:

- After completing required training, Conservation Enforcement Officers are responsible for the enforcement of conservation laws pertaining to game and fish, seafood, water safety, and parks. Work is performed outdoors under varied climatic conditions, is usually performed alone, and includes interpreting laws and regulations for the public, investigating conservation conditions, and apprehending violators which requires knowledge of laws and procedures as well as judgment and tact in public contacts. Instructions are given as necessary by a superior officer who makes inspections of field work, assists in more complex enforcement problems, and reviews reports of activities.

Source: <http://www.personnel.state.al.us>

SECURITY OFFICER, ALABAMA DEPARTMENT OF YOUTH SERVICES

Job Requirements:

- Education Requirements: High school diploma/GED equivalent or one year of experience working in law enforcement or working with delinquent youth.
- You must have a valid Alabama driver license in order to transport students to other Youth Services facilities, court, medical facilities, etc., and to patrol the campus.

Job Description:

- Security Officers maintain order and control of confined youth and visitors of the Department of Youth Services. They control access to the facility by patrolling the perimeter and by monitoring the main gate. They serve as law enforcement officers on departmental property in apprehending youth. Their work includes preventing and controlling riots, and recognizing illicit substances. Security Officers work night and weekend shifts and are subject to 24-hour call.

Source: <http://www.personnel.state.al.us>

SEARS LOSS PREVENTION: UNDERGRADUATE PROGRAM

Requirements:

- Major in Criminal Justice/Criminology, Business, Accounting, Finance, or Management
- Strong academic performance, Minimum 3.0 GPA
- Demonstrated leadership abilities
- Dedication to customer service
- Strong communication skills
- Willingness to relocate
- U.S. Citizen or Permanent Resident

Description:

Sears is one of the nation's largest and most successful retailers, operating nearly 900 full-line stores and 1,100 specialty stores, along with related service businesses. Historically rich yet thoroughly modern and innovative, Sears is the only retailer where consumers can find each of the Kenmore, Craftsman, DieHard and Lands' End brands together – among the most trusted and preferred brands in the U.S. Sears also offers a variety of merchandise and services through its web sites and several specialty catalogs.

The Sears Holdings Loss Prevention Management Development Program is designed to develop talented associates into high-performing managers and leaders within the retail field organization.

Source: <http://www.sears.com>

FORENSIC INVESTIGATOR, ALABAMA DEPARTMENT OF FORENSIC SCIENCES

Job Requirements:

-You must have **both** of the following to qualify:

Bachelor's degree from an accredited* four year college or university.

Two (2) years of experience as a certified Peace Officer.

Experience above the minimum, as a certified Peace Officer, may substitute for up to two years of the required education on a year for year basis.

OR

Bachelor's degree from an accredited* four year college or university with a major in Criminal Justice, **including** a Criminal Justice internship. **(Please list location and dates of internship.)**

Special Requirement

Qualified applicants must meet the requirements of the Alabama Peace Officers Standard and Training Act which includes possession of a valid Alabama driver's license, United States citizenship, and having no conviction record of a felony. A misdemeanor involving either force, violence, moral turpitude, or serious traffic violations are not automatic bar to employment. All qualified applicants will be subject to an extensive background investigation.

Job Description:

-This is forensic field work assisting a State Medical Examiner or forensic pathologist in death investigations. Employees in this class participate in death scene investigations and collection of medical history and records. Work involves interviewing physicians, relatives, etc., in order to collect medical background and history information; assisting State Medical Examiner/forensic pathologist in external examination, photographing bodies, taking fingerprints, and preserving evidence during autopsies; assisting law enforcement officials in preserving and collecting evidence at the scene of death; maintaining a proper legal chain of custody for bodies to be autopsied; completing death investigation reports and testifying in court when necessary. As employees gain experience, work involves more complex assignments which could include training and reviewing the work of less experienced investigators.

Source: <http://www.personnel.state.al.us>

POLICE RECORDS COORDINATOR

Job Requirements (example taken from San Ramon, CA):

- Equivalent to graduation from a two years of college level course work related to the area of assignment and three years of experience in a law enforcement agency, which has provided the knowledge and ability necessary to plan, organize, lead, and control the operations of a police records section; or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job as listed above.
- Knowledge of: Theories, principles, methods and operational procedures applicable in law enforcement records management; Criminal Justice information systems, system networks and services and the functions and relationships of agencies involved in the criminal justice system.

Job Description

-Under the general supervision of the Police Chief, plans, coordinates, and supervises and reviews the operations of the Police Department's Records Division, including computer system administration; performs the preparation, processing, indexing, storage, retention, dissemination and disposition of police records; performs related work as assigned.

Source: <http://www.ci.san-ramon.ca.us/employ/classspec/des-policerecordscord.html>

CORRECTIONS POSITIONS

PROBATION AND PAROLE OFFICER: ALABAMA

Job Requirements:

- Graduation from an accredited four-year college or university
- Applicants must meet all of the following special requirements to be hired by the appointing agency:
- Applicants must possess a valid driver's license issued by the Alabama Department of Public Safety at the time of their appointment.
- Applicants must meet the minimum standards of the Alabama Peace Officers' Standards and Training Act during their probationary period.
- All applicants will be required to complete the Peace Officers Standards and Training Commission Physical Ability/Agility Test.
- Applicants must pass this physical agility test to proceed in the process.

Job Description:

-Employees in this class provide assistance in social rehabilitation to parolees and probationers. Work includes conducting pre-parole investigations for a parole board and pre-sentence investigations for courts with probationary power. Employees secure information regarding parolees and develop effective plans for rehabilitation including the counseling and guidance of maladjusted persons.

Source: <http://www.personnel.state.al.us>

CORRECTIONS COUNSELOR

Job Requirements:

- A Bachelor's degree from an accredited college or university with a major in criminal justice, corrections, psychology, sociology, counseling, counseling and guidance, criminology, social work, education, therapeutic recreation or closely related field.
- Substitution:** Experience in the area of corrections or related fields may be substituted for the required training on a year-for-year basis.

Job Description:

- Under general supervision, provides a variety of counseling services for the inmate population of a correctional facility. Positions may vary as to predominant job function or area of specialization from facility to facility. Areas of specialization include vocational counseling, substance abuse counseling and guidance for inmates on work release. Performs related work as required.,

Examples of Work

- Interviews inmates upon arrival to facility and/or specific program; writes a summary of the session, gathers pertinent information and drafts an outline of proposed treatment, employment strategy or course work.
- Meets with inmates on a regular basis to discuss progress, to assess problems or needs to be addressed and to inform the inmate of changes in program or schedule.
- Maintains records to go into permanent files.
- Writes monthly reports to document work with inmates, achievements in progress, activities held or problems encountered.
- Counsels inmates in crisis situations; deals with potentially violent or suicidal inmates to stabilize their behavior.
- Arranges ministerial, psychological or employment counseling outside the facility.
- Teaches interpersonal skills to help inmates obtain and retain employment.
- May assist correctional officers on living unit.

Source: <http://www.state.wv.us/ADMIN/PERSONNEL/clascomp/specs/8908.htm>

CORRECTIONAL OFFICER

Job Requirements:

- Most institutions require correctional officers to be at least 18 to 21 years of age and a U.S. citizen; have a high school education or its equivalent; demonstrate job stability, usually by accumulating 2 years of work experience; and have no felony convictions. Promotion prospects may be enhanced by obtaining a postsecondary education.

-The Federal Bureau of Prisons requires entry-level correctional officers to have at least a bachelor's degree; or 3 years of full-time experience in a field providing counseling, assistance, or supervision to individuals; or a combination of these two requirements.

-Correctional officers must be in good health. Candidates for employment are generally required to meet formal standards of physical fitness, eyesight, and hearing. In addition, many jurisdictions use standard tests to determine applicant suitability to work in a correctional environment. Good judgment and the ability to think and act quickly are indispensable. Applicants are typically screened for drug abuse, subject to background checks, and required to pass a written examination.

Job Description:

-Correctional officers are responsible for overseeing individuals who have been arrested and are awaiting trial or who have been convicted of a crime and sentenced to serve time in a jail, reformatory, or penitentiary. Correctional officers maintain security and inmate accountability to prevent disturbances, assaults, and escapes. Officers have no law enforcement responsibilities outside the institution where they work

- Most correctional officers are employed in State and Federal prisons, watching over the approximately 1.4 million offenders who are incarcerated there at any given time. Other correctional officers oversee individuals being held by the U.S. Immigration and Naturalization Service pending release or deportation, or work for correctional institutions that are run by private for-profit organizations. Although both jails and prisons can be dangerous places to work, prison populations are more stable than jail populations, and correctional officers in prisons know the security and custodial requirements of the prisoners with whom they are dealing.

Source: <http://www.bls.gov/oco/ocos156.htm>

COURTS POSITIONS

COURT REPORTER

Job Requirements:

-The amount of training required to become a court reporter varies with the type of reporting chosen. It usually takes less than a year to become a voice writer, while electronic reporters and transcribers learn their skills on the job. In contrast, the average length of time it takes to become a stenotypist is 33 months. Training is offered by about 160 postsecondary vocational and technical schools and colleges. The National Court Reporters Association (NCRA) has approved about 70 programs, all of which offer courses in stenotype computer-aided transcription and real-time reporting. NCRA-approved programs require students to capture a minimum of 225 words per minute, a requirement for Federal Government employment as well.

-Some States require court reporters to be notary publics. Others require the Certified Court Reporter (CCR) designation, for which a reporter must pass a State test administered by a board of examiners. The NCRA confers the entry-level designation Registered Professional Reporter (RPR) upon those who pass a four-part examination and participate in mandatory continuing education programs. Although voluntary, the designation is recognized as a mark of distinction in the field. A reporter may obtain additional certifications that demonstrate higher levels of competency, such as Registered Merit Reporter (RMR) or Registered Diplomate Reporter (RDR). The RDR is the highest level of certification available to court reporters. To earn it, a court reporter must either have 5 consecutive years of experience as an RMR or be an RMR and hold a 4-year bachelor's degree.

Job Description:

-Court reporters typically create verbatim transcripts of speeches, conversations, legal proceedings, meetings, and other events when written accounts of spoken words are necessary for correspondence, records, or legal proof. Court reporters play a critical role not only in judicial proceedings, but also at every meeting where the spoken word must be preserved as a written transcript. They are responsible for ensuring a complete, accurate, and secure legal record. In addition to preparing and protecting the legal record, many court reporters assist judges and trial attorneys in a variety of ways, such as organizing and searching for information in the official record or making suggestions to judges and attorneys regarding courtroom administration and procedure. Increasingly, court reporters are providing closed-captioning and real-time translating services to the deaf and hard-of-hearing community.

Source: <http://www.bls.gov/oco/ocos152.htm>

JUDGE/MAGISTRATE

Job Requirements:

-A bachelor's degree and work experience usually constitute the minimum requirements for a judgeship or magistrate position. A number of lawyers become judges, and most judges have first been lawyers. In fact, Federal and State judges usually are required to be lawyers. About 40 States allow non lawyers to hold limited-jurisdiction judgeships, but opportunities are better for those with law experience. Federal administrative law judges must be lawyers and pass a competitive examination administered by the U.S. Office of Personnel Management. Some State administrative law judges and other hearing officials are not required to be lawyers.

Job Description:

-Judges, magistrates, and other judicial workers apply the law and oversee the legal process in courts according to local, State, and Federal statutes. They preside over cases concerning every aspect of society, from traffic offenses to disputes over the management of professional sports to issues concerning the rights of huge corporations. All judicial workers must ensure that trials and hearings are conducted fairly and that the court safeguards the legal rights of all parties involved.

-The most visible responsibility of judges is presiding over trials or hearings and listening as attorneys represent the parties present. Judges rule on the admissibility of evidence and the methods of conducting testimony, and they may be called on to settle disputes between opposing attorneys. Also, they ensure that rules and procedures are followed, and, if unusual circumstances arise for which standard procedures have not been established, judges interpret the law to determine the manner in which the trial will proceed.

Source: <http://www.bls.gov/oco/ocos272.htm>

PRE-TRIAL SERVICES OFFICER

Job Requirements:

- Be a graduate of an accredited college or university with a bachelor's degree.
- Be in good physical health.
- Be younger than age 37 at time of appointment.
- Undergo a medical examination, as a condition of employment, and may be subject to -subsequent fitness-for-duty evaluations.
- Undergo a background investigation and, as a condition of employment, periodic reinvestigations.

Job Description:

- Investigate the backgrounds of persons who come before the court for arraignment and sentencing.
- Prepare reports that the court relies on to make release and sentencing decisions.
- Supervise individuals the court releases to the community on pretrial supervision, probation, parole, or supervised release and reduce the risk these persons may pose to the public.
- Provide persons under supervision with, or direct them to, services ordered by the court, such as substance abuse treatment, mental health treatment, medical care, training, or employment assistance.
- Work with local, state, and federal law enforcement agencies and interact with judges, U.S. attorneys, and defense attorneys.

Source: <http://www.uscourts.gov/fedprob/system/officerqualifications.htm>

SOCIAL SERVICES POSITIONS

YOUTH SERVICES AIDE, ALABAMA DEPARTMENT OF YOUTH SERVICES

Job Requirements:

-Education Requirements: High school diploma or GED certificate

- According to Act 85-681 of the Alabama Legislature, you may not be hired if you have been convicted of the following crimes: murder, rape in the first degree, kidnapping in the first degree, assault in the first degree, arson in the first degree, or a crime dealing with abuse of children. You will be investigated before you are hired.

Note: Employees in this class usually work NIGHT or EVENING SHIFTS and/or WEEKENDS.

Job Description:

- This is non-professional work involving the supervision, observation, and rehabilitation of youth in a group living situation. Employees in this class participate in supervising resident activities in a dormitory, providing housekeeping, and recreational and rehabilitative care. Work includes assignments such as transporting youth from dormitory to athletic and recreational events, or from one institution to another. Dormitory activity is manned on an around-the-clock basis and work is performed as a member of a shift, and according to oral and written instructions. Work is reviewed by superiors for conformance with established policy and practice.

Source: www.personnel.state.al.us

YOUTH SERVICES CHILD CARE WORKER, ALABAMA DEPARTMENT OF YOUTH SERVICES

Job Requirements:

-Education Requirements: Graduation from an accredited four-year college or university with a degree in a social or behavioral science.

Job Description:

-This is beginning level professional work in the supervision and social development of delinquent youth. Employees in this class assist students in social interaction adjustment and are responsible for controlling and maintaining custody of students and safeguarding them from other students. Employees also coordinate the intake/orientation process for students entering a campus, review case records and reports, and perform general administrative duties as assigned by the supervisor.

Source: <http://www.personnel.state.al.us>

YOUTH SERVICES COUNSELOR, ALABAMA DEPARTMENT OF YOUTH SERVICES

Job Requirements:

- Education Requirements: Bachelor's degree from an accredited four-year college or university in psychology, sociology, criminal justice, or a related field.

-One year of experience working directly with juvenile offenders or juvenile delinquents in a correctional setting.

Job Description:

-This is professional work providing guidance and supervision of youth in programs of rehabilitation and social development. Employees in this class deal directly with individuals and groups, in providing support and encouragement to achieving social adjustment through participation; rehabilitation and recreation programs and activities; and educational and vocational training. Employees also serve as unit managers by supervising the dorms. Work entails a variety of duties including the enforcement of rules and work routines.

Source: <http://www.personnel.state.al.us>

CASE MANAGER, ALABAMA DEPARTMENT OF YOUTH SERVICES

Job Requirements:

-Education Requirements: A Master's degree from an accredited four year college or university in Psychology, Counseling, Behavioral Science, Social Work, Criminal Justice, Juvenile Justice, Criminology, or a related field.

Job Description:

-Employees in this class provide responsible case management, professional counseling and clinical services for juvenile offenders in the custody of the Department of Youth Services. Duties involve planning, developing, and implementing individualized service plans for rehabilitation and social development. Work also involves conducting intake interviews, needs assessments, and individual and group counseling sessions. In addition, employees are responsible for the entry of service plans and other narrative reports into the Department's automated system.

Source: <http://www.personnel.state.al.us>

EMPLOYMENT COUNSELOR

Job Requirements:

- All States require school counselors to hold a State school counseling certification and to have completed at least some graduate course work; most require the completion of a master's degree. Some States require public school counselors to have both counseling and teaching certificates and to have had some teaching experience before receiving certification. For counselors based outside of schools, 48 States and the District of Columbia have some form of counselor licensure that governs their practice of counseling. Requirements typically include the completion of a master's degree in counseling, the accumulation of 2 years or 3,000 hours of supervised clinical experience beyond the master's degree level, the passage of a State-recognized exam, adherence to ethical codes and standards, and the completion of annual continuing education requirements.

-Counselors must be aware of educational and training requirements that are often very detailed and that vary by area and by counseling specialty. Prospective counselors should check with State and local governments, employers, and national voluntary certification organizations in order to determine which requirements apply.

Job Description:

-Vocational counselors who provide mainly career counseling outside the school setting are also referred to as *employment counselors* or *career counselors*. Their chief focus is helping individuals with career decisions. Vocational counselors explore and evaluate the client's education, training, work history, interests, skills, and personality traits, and arrange for aptitude and achievement tests to assist the client in making career decisions. They also work with individuals to develop their job-search skills, and they assist clients in locating and applying for jobs. In addition, career counselors provide support to persons experiencing job loss, job stress, or other career transition issues.

Source: <http://www.bls.gov/oco/ocos067.htm>

PENOLOGIST

Job Requirements:

-Education Requirements: A related degree; criminal justice, criminology, psychology, or justice administration

Job Description:

A penologist is someone who is interested in the study of prison systems, penal structure, prison management, penal reforms, and educational programs. While this is the academic definition, most times there is a large non-academic element to the work too. If you become a penologist you may work in a prison, or alongside probation officers, criminologists, or prison architects. You may make recommendations or advise on individual inmate's personal programs or you may make suggestions concerning alterations to prison policy or timetabling. This may mean planning and implementing a regime of drug testing and drug abuse counseling or anger management. These types of programs help not just the individual, but can help the prison community as a whole by reducing disruption and antisocial behavior.

Source: <http://www.justicedegrees.com/guide/guideid/155.htm>

WEB LINKS

- All federal job postings – <http://www.usajobs.gov>
- Alabama job postings – www.personnel.state.al.us
- UA Career Center – www.career.ua.edu
- U.S. Department of Labor – <http://www.bls.gov/oco/>
- Career opportunities – <http://chhs.gsu.edu/cj/tracks.asp>
- Career information – <http://www.collegegrad.com/careers/>
- O*NET Occupation Information – <http://online.onetcenter.org/>
- Police and Law Enforcement Information – <http://www.officer.com/>
- Criminal Justice Degree Directory - <http://www.justicedegrees.com/criminal-justice-degrees.htm>

PROFESSIONAL ASSOCIATIONS

- Academy of Criminal Justice Sciences <http://www.acjs.org>
- American Correctional Association <http://www.corrections.com/aca>
- American Criminal Justice Association/Lambda Alpha Epsilon <http://www.acjalae.org>
- American Society of Criminologists <http://www.critcrim.org>
- Federal Law Enforcement Officers Association <http://www.fleoa.org>
- National Criminal Justice Association <http://www.ncja.org>
- National Sheriff's Association <http://www.sheriffs.org>
- American Society for Industrial Security (ASIS) www.asisonline.org

Examples of Jobs Held by Criminal Justice Department Alumni

B.A. in Criminal Justice	M.S. in Criminal Justice
Case manager- Big Brothers/Big Sisters	Adjunct faculty
Campus police officer	Administrative officer, Army National Guard
City police officer	Anti-terrorism consultant
Crime journalist, reporter	Associate instructor
Deputy Sheriff	City District Commander
Forensic investigator	City Police Chief
Investigator	Community college instructor
Juvenile probation officer	Corporate security supervisor
Law Student	County probation director
Legal Assistant	District judge
Municipal court magistrate supervisor	Financial services representative
Parole Officer	Law student
Security consultant	Ph.D. student
Transportation Security Administrator	Resident agent in charge, ATF
U.S. Secret Service	Special Agent, U.S. Customs Service
Special Investigative Unit of State Farm Insurance Company	Supervisor of Education, Correctional Facility for Women
	Child and Family Advocate, Tuscaloosa Children's Center
	Attorney at law