



ONEIDA COUNTY GOVERNMENT NOTICE OF VACANCY

DEPARTMENT: Probation

CIVIL SERVICE TITLE: Senior Probation Officer

CLASSIFICATION TYPE: Competitive (Provisional)

SALARY (GRADE): \$55,553 (29W) Plus Excellent Benefits

APPLICATION DEADLINE: November 28, 2025

APPLY ONLINE*: <https://oneida-portal.mycivilservice.com/post/jobopps>



DISTINGUISHING FEATURES OF THE CLASS: This is a senior level professional position in a probation department responsible for the control, supervision and care of adults and juveniles subject to probation investigation, supervision or intake services which require them to meet certain standards of conduct. The incumbent performs all the duties and exercises all the responsibilities of a Probation Officer 1; however, he/she is responsible for more complex assignments than those assigned a Probation Officer and exercises specialized skills regarding evaluating the conduct of probationers, analyzing data, making recommendations regarding court decisions and counseling and coaching probationers. He/she normally is assigned as the lead worker of a unit or a team leader of professional and para-professional probation personnel when a team approach is used. He/she may also be assigned special programs and/or projects. The work is performed under the general supervision of Probation Supervisor 1 with limited leeway allowed for the use of independent judgment in carrying out the details of the work. Supervision is not a characteristic of this position. The position varies from that of a Probation Officer 1 by the complexity of the cases assigned, possible responsibility for special projects and responsibility as a lead worker position. A Senior Probation Officer is a Peace Officer pursuant to Criminal Procedure Law Section 2.10 and may be authorized to carry a firearm in the performance of his/her duties. The incumbent will perform all related duties as required.

MINIMUM QUALIFICATIONS: Candidates must meet the minimum qualifications at time of application.

Possession of Bachelor's degree or higher including or supplemented by thirty (30) credit hours in the social or behavioral sciences **AND** two (2) years of experience as a Probation Officer 1.

SPECIAL REQUIREMENT: Where required, possession of a current driver's license or the ability to otherwise meet the transportation requirements of the position.

NOTES:

1. Candidates **MUST** submit with application a copy of transcripts showing the degree conferred date.
2. Degree(s) must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If the degree was awarded by an educational institution outside the United States and its territories, the candidate must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. Candidates will be required to pay the evaluation fee.
3. Course work at the graduate degree level in social work, social sciences, education, administration, law, criminal justice, or a related field may be substituted for work experience for a maximum of one (1) year of experience.
4. Social science includes areas of study concerned with humans living in relation to other humans in a social environment and such as anthropology, criminal justice, economics, geography, history, political science, psychology and sociology.
5. Behavioral science is a subset of social science characterized by observation of the behavior of living organisms and focused on human social behavior such as psychology, sociology, anthropology, counseling, criminal justice, gerontology, human behavior, social work/social welfare and vocational rehabilitation.
6. Individuals whose duties and responsibilities include the use of a firearm must also complete training pursuant to Criminal Procedure Law Section 2.30(3).
7. The class specifications, including the minimum qualifications for positions in Probation Departments, are established by rules and regulations of the Division of Criminal Justice Services. These class specifications are found in Title 9 NYCRR Part 347, Appendix H-10, Standard specifications for Professional Probation Positions.
8. This position is allocated to the competitive class pursuant to Executive Law Section 257(1).

****Oneida County is an equal opportunity employer****

If you do not have internet access, paper applications can be picked up at the Oneida County Office Building (Utica, NY) in the Personnel Department. You may also request a paper application to be mailed by calling 315-798-5726.

Issued: 10/24/2025