

WASHINGTON STATE DEPARTMENT OF PERSONNEL

Specification for Class of

CORRECTIONS HEARINGS OFFICER 2 (39763)

Abolished Effective June 1, 2005

Definition: In the Department of Corrections, conducts hearings and renders decisions on all alleged violations of supervision conditions for offenders being supervised on community custody. Supervises Corrections Hearings Officer 1 employees.

Typical Work

Responsible for conducting due process community custody hearings, under the preponderance of evidence standard and in accordance with the requirements of the Offender Accountability Act;

Conducts a variety of community custody hearings: Work Ethic Camp Violation hearings, major infraction hearings at Work Release and PreRelease facilities, Community Custody violation hearings; Special Sex Offender condition violation hearings; (both for sex offenders who have been to prison and for those who have been supervised in the community); and Out of State Preliminary hearings;

Has responsibility for Community Corrections hearings processes conducted within a specific region, supervises Corrections Hearings Officer 1's;

Provides specialized training to subordinate Hearing Officer staff regarding changes in laws, regulations and policies that may affect the guidelines for sanctions imposed;

Train new Community Corrections Officer staff in all aspects of the hearings process;

Makes independent decisions in hearings as to the facts alleged;

Determines the appropriate disposition or sanction response to the adjudicated violation;

Ensures that "due process" is observed in all aspects of the hearing;

Encourages and models the use of community justice and alternative dispute resolution methodologies for case resolution;

*Prepares Hearing Findings and Disposition, clearly articulating the basis of a fact finding decision and the supportive rationale for the selected disposition;

Other duties as assigned.

Knowledge and Abilities

Knowledge of:

Ability to:

Minimum Qualifications: A Bachelor's degree and three years experience in conducting hearings, presenting cases in court or hearings, mediation, alternative dispute resolution or Restorative Justice practices.

New class: 6-8-00