



Staff Recruitment, Onboarding

NC PRISON REFORM ADVISORY BOARD

Correctional Officer Recruitment Through Onboarding

- ▶ Vacancies
- ▶ Recruiting Activities
- ▶ Hiring and Selection Process
 - ▶ Facility Interview Pilot
- ▶ Onboarding: Correctional Officer
Field Training

CO Vacancies

- ▶ Since the beginning of the year, the vacancy rate has ranged between 16% and 17%.
- ▶ Both Recruiting and Retention affect the vacancy rate.

Correctional Officer Recruitment

Objective 1: Develop specific strategies to reduce vacancy rates especially in remote areas of the State and/or those with highest vacancy rates.

- ▶ Design “Sign-on” and “Referral” Bonus programs.
- ▶ Concentrated recruitment efforts for 10 “pilot” facilities with highest vacancy rates.

Correctional Officer Recruitment

Objective 2: Reduce Voluntary “drop out” rate of applicants for CO positions.

- ▶ Provide information to applicants regarding the hiring process and timeframes.
- ▶ Identify barriers and bottlenecks in the hiring process.
- ▶ Maintain communication with Correctional Officer applicants from initial contact through hire date.

Correctional Officer Recruitment

Objective 3: Promote DPS as an employer of choice.

- ▶ DPS-specific job fairs, sponsored events in the community
- ▶ Professional image and signage
- ▶ Highlight the Corrections Officer career path

Correctional Officer Recruitment Activities Current and Future

Objective 4: Collaborate with internal and external partners to enhance CO recruitment efforts.

▶ **Partnerships with:**

- ▶ Other state agencies.
- ▶ Community and four year colleges.
- ▶ Five NC Military Installations and the NC National Guard.
- ▶ Civic organizations.

CO Hiring Time Frames

Average number of Processing Days

March 2018	April 2018	May 2018
112.06 days	89.19 Days	87.87 days

CO Hiring Time Frames

Impacts on Time Frames:

- ▶ Applicant
- ▶ DPS Work Units
- ▶ Third Parties

CO Interviews – Facility Pilot

- ▶ Holding interviews at the facilities to:
 - ▶ Reduce vacancies
 - ▶ Give facility ownership and authority in hiring decisions
 - ▶ Improve morale
- ▶ Facilities participating in the pilot have critical vacancy rates

Correctional Officer Field Training Program (COFT)

- ▶ Correctional Officer Field Training provides the newly certified officer with “hands-on” experience at their assigned correctional facility.
- ▶ Field Training Officers (FTOs) oversee a structured curriculum of tasks/duties that the officer-in-training (OIT) completes.
- ▶ Field training begins immediately upon the OIT’s successful completion of COBT, and continues for 120 hours.