

October 17, 2018

NEW ARTICLE – WP SPECIFIC

Training for All Employees in the WP Classification

WP.01 All employees in the WP classification shall be provided with a minimum of three (3) days of in-person training every two (2) years to reinforce coping skills.

WP.02 All employees in the WP classification shall be provided with a minimum of three (3) days of in-person crisis intervention training every two (2) years.

Training and Certification for Correctional Program Officers

WP.03 All CPOs shall be provided with four (4) weeks of in-person training at initial hire.

Such training shall incorporate the following:

- (i) Principles of adult learning**
- (ii) Effective group management techniques**
- (iii) Effective facilitation techniques**
- (iv) How to effectively challenge criminal thinking**
- (v) Motivational skills**
- (vi) Information on learning disabilities, mental health issues, FASD**
- (vii) Safety procedures**
- (viii) Job procedures and protocols (OMS, report-writing, etc)**
- (ix) Program materials**

WP.04 A CPO shall only be required to be certified once in any period of continuous service within the classification.

WP.05 Following initial certification, a CPO shall be assigned to co-facilitate with an experienced CPO until their first anniversary date of hire.

WP.06 Clinical supervision shall be provided at each site at least twice per month for each select program group (Sex Offenders, Adapted, Aboriginal and Mainstream) to provide

support and guidance to facilitators as well as timely and effective assistance.

Workload for Parole Officers at Correctional Service of Canada

- WP.07 In Community Correctional Centres, Parole Officers shall have no more than eight (8) offenders in their caseload at any given time.**
- WP.08 Community Parole Officers shall have no more than twelve (12) offenders in their caseload at any given time**
- WP.09 In institutions, Parole Officers shall have no more than twenty (20) offenders in their caseload at any given time.**
- WP.10 For each additional offender added to the maximum caseload provided for in articles WP.07, WP.08 and WP.09 above, the Parole Officer shall be paid an additional \$100 per week. Such amount shall be pensionable.**

Memorandum of Understanding between Treasury Board of Canada and the Public Service Alliance of Canada with respect to Parole Officer Caseload

This Memorandum of Understanding is to give effect to an agreement reached between Treasury Board of Canada and the Public Service Alliance of Canada with respect to Parole Officer caseload.

The parties recognize that there may be different requirements and job responsibilities for Parole Officers who work in Community Correctional Centres, who work in Community Parole Offices, and who work in Correctional Institutions.

The parties therefore agree to have meaningful consultations during regular meetings of the Institutional Workload Review Steering Committee and the Community Parole Officer Resource Formula National Working Group.

The Employer agrees to share the results of its institutional workload review survey and its expenditure review with the Union representatives on the Steering Committee and the Working Group and to consult meaningfully on the establishment of reasonable caseloads for Parole Officers and other issues relating to Parole Officer workload.