




**STATE OF FLORIDA
DEPARTMENT OF JUVENILE JUSTICE**

INTEROFFICE MEMORANDUM

DATE: February 3, 2017 **PCI – 17 – 001**

TO: Regional Directors and Chief Probation Officers

FROM: Paul Hatcher Jr., Assistant Secretary for Probation and Community Intervention 

SUBJECT: **Field Training Officer Program for Probation**

As a result of a job task analysis, Probation and Community Intervention has piloted a Field Training Officer Program over the course of the last year. This program is designed to provide the following:

1. Timely feedback for new trainees on performance
2. A structured platform for trainees to adopt new case management responsibilities
3. An atmosphere of mentorship
4. Official documentation process for circuits to make continued employment/suitability decisions
5. Reduced liability throughout the training process

Effective February 6, 2017, all circuit will conduct JPO certification training in the manner outlined in the Department's Probation Field Training Manual which will be found on our website.

2737 Centerview Drive • Tallahassee, Florida 32399-3100 • (850) 488-1850

Rick Scott, Governor

Christina K. Daly, Secretary

The mission of the Department of Juvenile Justice is to increase public safety by reducing juvenile delinquency through effective prevention, intervention, and treatment services that strengthen families and turn around the lives of troubled youth.