



NEW JERSEY STATE PAROLE BOARD

NOTICE OF VACANCY

New Hire



JOB POSTING:	26-024	ISSUE DATE:	03/25/2026	CLOSING DATE:	04/08/2026
TITLE:	Social Worker Trainee / 60050			WORK WEEK:	NE
LOCATION:	District Office #7 800 Kings Highway North 4 th Floor Cherry Hill, NJ 08034	RANGE:	P/95	SALARY:	\$51,479.83 - \$53,807.27
		CLASS OF SERVICE:	Non-Competitive		
		UNIT SCOPE:	I250		
		WORK SCHEDULE:	Monday through Friday		

THIS POSTING IS ONLY OPEN TO THE FOLLOWING:

<input checked="" type="checkbox"/> Current New Jersey State Parole Board employees who are permanent in a competitive title or a Civil Service Commission-approved non-competitive title. Subject to current promotional and hiring restrictions.	<input checked="" type="checkbox"/> State employees who are permanent in a competitive title or a Civil Service Commission-approved non-competitive title. Subject to current promotional and hiring restrictions.	<input checked="" type="checkbox"/> Interested individuals who meet the stated requirements.
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JOB DESCRIPTION

DEFINITION:	Under the direction of a supervisor at the State Parole Board, as a trainee and productive worker, conducts various social investigations involving the collection, analysis, and recording of significant social facts, draws sound conclusions and takes appropriate action; does related work as required. Duties may include screening parolees for eligibility for public assistance, obtaining identification documents, identifying appropriate treatment providers, and providing reentry assistance.
NOTE:	The examples of work for this title are for illustrative purposes only. Job specifications for this position can be found using this link: info.csc.nj.gov/jobspec/60050.htm . A particular position using this title may not perform all duties listed in this job specification. Conversely, all duties performed on the job may not be listed.

REQUIREMENTS

EDUCATION / EXPERIENCE:	<p>NOTE: Applicants must meet one of the following or a combination of both experience and education. Thirty (30) semester-hour credits are equal to one (1) year of relevant experience.</p> <p>Four (4) years of professional experience relevant to the position.</p> <p>OR</p> <p>Possession of a bachelor's degree from an accredited college or university.</p> <p>NOTE: "Professional experience" refers to work that is analytical, evaluative, and interpretive; requires a range of basic knowledge of the profession's concepts and practices; and is performed with the authority to act and make accurate and informed decisions.</p> <p>ADVANCEMENT: Appointees who successfully complete the twelve-month training period will be eligible for advancement to the title, Social Worker 2 in accordance with Department of Personnel procedures.</p>
LICENSE / CERTIFICATION:	Appointee will be required to possess a driver's license valid in NJ only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

SPECIAL NOTICES

RESUME NOTE:	Eligibility determinations will be based upon information presented on the resume and application only. Applicants who possess a degree from a college or university outside the United States must provide an evaluation of one's transcripts from a recognized evaluation service at the time of submission by the above closing date. Failure to do so may result in your ineligibility.
PUBLIC SERVICE LOAN FORGIVENESS:	As a prospective employee of the State of NJ, you may be eligible for federal loan forgiveness programs and state repayment assistance programs. For more information, please visit the U.S Department of Education's website at https://studentaid.gov/pslf/ .
VETERANS PREFERENCE:	Are you a veteran? If so, proof of your NJ Veterans Preference is required with your application. Please provide a copy of your NJ Civil Service Commission Notification of Veterans Status along with your cover letter and resume. For information on how to apply for Veterans Preference in the State of NJ, please visit the Civil Service Commission's website at: https://www.nj.gov/csc/jobs/veterans/ .
RESIDENCY:	Effective September 1, 2011, the NJ First Act (P.L. 2011, c.70), requires all State employees to reside in NJ, unless exempted under the law. Current State employees employed prior to September 1, 2011 who live out-of-state and do not have a break-in service of more than seven (7) calendar days are exempt. New employees or current employees who were not grandfathered and who live out-of-state have one (1) year after the date of employment to relocate their residence to NJ or request an exemption. Current employees who reside in NJ must retain NJ residency unless an exemption is obtained by the employee. Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.
TB TESTING:	District Parole Office support staff and institutionally assigned employees shall be administered a TB test. Additionally, all newly hired Central Office employees and volunteers with at least seven (7) hours per week of contact with offenders shall be administered a TB test.
SAME APPLICANTS:	If you are applying under the NJ "SAME" program, your supporting documentation (Schedule A or B letter), must be submitted along with your resume by the closing date indicated above. For more information on the SAME program, visit their website at: https://www.nj.gov/csc/about/divisions/eeo/ or email: CSC-SAME@csc.nj.gov .
AVAILABLE BENEFITS:	As a NJ State Department, the NJ State Parole Board provides a comprehensive list of benefits to employees. The benefits include, but are not limited to, the following: <ul style="list-style-type: none"> • Alternate Work Week and/or Telework • NJ Pension Plan • Deferred Compensation • Health and Life Insurance with Partial Vision • Public Service Loan Forgiveness (PSLF) • Flexible and/or Health Spending Accounts (FSA/HSA) • Tuition Reimbursement • Paid Time Off (benefit leave time varies depending on years of service) • State Holidays

FILING INSTRUCTIONS

Interested candidates must submit a cover letter, current resume, unofficial transcripts and/or foreign degree evaluation (if applicable), State of NJ Application for Employment (attached) and Personal Relationships Disclosure Form (attached), as a single PDF, including the announcement number in the subject line via e-mail to SPB-Jobpostings@spb.nj.gov.

All applications must be received by the closing date **April 8, 2026**. Please note, only application packages completed in their entirety will be considered for employment.

Be sure to include the Job Posting # **26-024** in the subject line of your email or cover letter.