



APPLICATION FOR COMMISSIONER, LOS ANGELES COUNTY PROBATION OVERSIGHT COMMISSION

Instructions: Applicants interested in applying for the Commissioner position for the Los Angeles County Probation Oversight Commission (Commission) should read these instructions carefully and complete each application section to the best of their knowledge. Please be as specific as possible and include all information as requested. Comments such as “see resume or application” will not be considered as a response.

Please submit your application, resume, and additional attachments to info@poc.lacounty.gov. This recruitment will remain open until the needs of the Commission are met. Applicants are encouraged to apply by December 15, 2022, for first consideration.

A complete application packet should include:

- Completed Commissioner Application (31 questions below)
- Statement of Interest
- Resume

Section I: Contact Information

Applicant Name (Last, First Middle): _____

Applicant Mailing Address: _____

City: _____ State: _____ Zip: _____

Applicant Email Address: _____ Applicant Phone Number: _____

Section II: Qualifications

1. Are you a resident of Los Angeles County?

Yes No

2. If you are a resident of Los Angeles County, how long have you been so? Enter approximate years and months (e.g., 3 years and 2 months)

Years: _____ Months: _____

3. Are you currently an employee of the County of Los Angeles?

Yes No

4. Are you currently/were you (within the last 12 months) an employee of any law enforcement agency, including a probation, police, or prosecutorial agency?

Yes No

5. Are you currently in contract with or employed by an organization under contract with the County of Los Angeles Probation Department?

Yes No

6. Are you involved in active litigation against the County of Los Angeles or serving in the role of court-appointed monitor?

Yes No



APPLICATION FOR COMMISSIONER, LOS ANGELES COUNTY PROBATION OVERSIGHT COMMISSION

Section III: Background Questionnaire

7. Briefly describe your professional experience relevant to the mission of the Probation Oversight Commission. *The purpose of the Commission is to improve public transparency and accountability with respect to the Los Angeles County Probation Department, the largest probation department in the nation, by providing robust opportunities for community engagement, ongoing analysis, and oversight of the Probation Department's policies, practices, procedures, and advising the Board of Supervisors, the department, and the public. (Explain in 250 words or less.)*

For Questions 8 through 13, select the answer that best describes your personal knowledge and/or experience.

8. How knowledgeable or familiar are you with juvenile and adult probation?
- a. Fundamental Awareness – I have no more knowledge or expertise in this area than most people have
 - b. Novice – I understand and can discuss basic terminology, concepts, issues and/or principles relevant to this topic
 - c. Intermediate – I understand and can discuss the application and implication of processes, practices, and procedures in this area
 - d. Advanced – I can explain the nuances of this topic to others in easy-to-understand terms
 - e. Expert – I can serve as an expert in this topic or area
9. How knowledgeable or familiar are you with the criminal justice system?
- a. Fundamental Awareness – I have no more knowledge or expertise in this area than most people have
 - b. Novice – I understand and can discuss basic terminology, concepts, issues and/or principles relevant to this topic
 - c. Intermediate – I understand and can discuss the application and implication of processes, practices, and procedures in this area
 - d. Advanced – I can explain the nuances of this topic to others in easy-to-understand terms
 - e. Expert – I can serve as an expert in this topic or area
10. How knowledgeable or familiar are you with mental health services within public safety environments such as custody and crisis response?
- a. Fundamental Awareness – I have no more knowledge or expertise in this area than most people have
 - b. Novice – I understand and can discuss basic terminology, concepts, issues and/or principles relevant to this topic
 - c. Intermediate – I understand and can discuss the application and implication of processes, practices, and procedures in this area
 - d. Advanced – I can explain the nuances of this topic to others in easy-to-understand terms
 - e. Expert – I can serve as an expert in this topic or area



APPLICATION FOR COMMISSIONER, LOS ANGELES COUNTY PROBATION OVERSIGHT COMMISSION

11. How knowledgeable or familiar are you with working with vulnerable populations (individuals experiencing homelessness or drug addiction, individuals who have experienced trauma/PTSD, and/or families of victims)?
- a. Fundamental Awareness – I have no more knowledge or expertise in this area than most people have
- b. Novice – I understand and can discuss basic terminology, concepts, issues and/or principles relevant to this topic
- c. Intermediate – I understand and can discuss the application and implication of processes, practices, and procedures in this area
- d. Advanced – I can explain the nuances of this topic to others in easy-to-understand terms
- e. Expert – I can serve as an expert in this topic or area
12. How knowledgeable are you about youth development, in particular for youth involved with the juvenile justice system?
- a. Fundamental Awareness – I have no more knowledge or expertise in this area than most people have
- b. Novice – I understand and can discuss basic terminology, concepts, issues and/or principles relevant to this topic
- c. Intermediate – I understand and can discuss the application and implication of processes, practices, and procedures in this area
- d. Advanced – I can explain the nuances of this topic to others in easy-to-understand terms
- e. Expert – I can serve as an expert in this topic or area
13. How knowledgeable are you with the Brown Act and applying it at public meetings?
- a. Fundamental Awareness – I have no more knowledge or expertise in this area than most people have
- b. Novice – I understand and can discuss basic terminology, concepts, issues and/or principles relevant to this topic
- c. Intermediate – I understand and can discuss the application and implication of processes, practices, and procedures in this area
- d. Advanced – I can explain the nuances of this topic to others in easy-to-understand terms
- e. Expert – I can serve as an expert in this topic or area

Section IV: Commissioner Position Interest Questionnaire

For Questions 14 through 22, answer “Yes” or “No”

14. Are you willing to invest the time necessary to effectively serve on the Commission? It is estimated to be as much as 20-25 hours per month, which includes meetings of two to four hours held at least once a month; training; touring/visiting County facilities; preparing for meetings (e.g., review materials); time required to analyze and consider alternative positions and perspectives; and engaging in community outreach events with the public, as needed.
- Yes No
15. Are you willing to complete a training and orientation program including adverse childhood experiences (ACE), trauma-informed practices, use of force, custody issues, mental health issues, Prison Rape Elimination Act (PREA), juvenile justice best practices, and facility visits?
- Yes No
16. Are you willing to agree, in writing, to follow and adhere to a statement of ethical principles, code of conduct, and conflict of interest standards?
- Yes No
17. Are you willing to listen to views and perspectives without prejudice, bias, or malice, and reach decisions that are fair and equitable?
- Yes No



APPLICATION FOR COMMISSIONER, LOS ANGELES COUNTY PROBATION OVERSIGHT COMMISSION

18. Are you willing to agree, in writing, to maintain absolute confidentiality of sensitive and/or privileged information and obey all laws protecting an individual's rights of privacy and confidentiality?

Yes No

19. Are you willing to help improve community relations and increase public confidence in the Los Angeles County Probation Department?

Yes No

20. To your knowledge, has any formal charge of professional misconduct ever been filed against you by a licensing or regulatory board or by any other disciplinary body in any jurisdiction?

Yes No

21. Are you now, or have you ever been, employed by the Los Angeles County Probation Department?

Yes No

22. Are you willing to do a Live Scan with the County's Department of Human Resources for a background check?

Yes No

For Questions 23 through 24, please provide an explanation if you select "Yes"

23. Is there any possible conflict of interest, whether financial or personal, or any other matter that would be problematic or prevent you from fairly and impartially discharging your duties as a Commissioner?

Yes No

If you answered "Yes" to the previous question, please explain (in 250 words or less):

24. Is there any information that, if brought to light, would embarrass you, reflect negatively on your appointment to the Commission, or damage your credibility to be fair, objective, and impartial?

Yes No

If you answered "Yes" to the previous question, please explain (in 250 words or less):



APPLICATION FOR COMMISSIONER, LOS ANGELES COUNTY PROBATION OVERSIGHT COMMISSION

For Questions 25-31, please provide a written response:

25. Please provide 3 references who can speak about your integrity, honesty, and character. Please only include references who may be contacted and are not family members. For each reference, please provide their name, address, phone number, email address (if known) and your relationship.

26. Please list any oversight boards, commissions, or boards of directors on which you currently or previously served, including the number of years served or are serving. If not applicable, indicate "N/A."

27. Briefly list and describe how you have demonstrated an active interest in the community, and/or community service. If possible, describe active "hands on" experience in serving the community. Please include your role within each organization. (Explain in 250 words or less.)



APPLICATION FOR COMMISSIONER, LOS ANGELES COUNTY PROBATION OVERSIGHT COMMISSION

28. How do your qualifications make you uniquely well-suited to serve on this Commission? (Explain in 250 words or less.)

29. What do you personally want to accomplish through your participation on the Probation Oversight Commission? (Explain in 250 words or less.)

30. Please provide a specific example of a time when you demonstrated your ability to be objective and impartial in decision making. (Explain in 250 words or less.)



APPLICATION FOR COMMISSIONER, LOS ANGELES COUNTY PROBATION OVERSIGHT COMMISSION

31. Please provide a brief description of a time when you demonstrated your ability to make constructive recommendations for a change or an improvement. You may want to reference an example from community service, other commissions or boards, or your profession. (Explain in 250 words or less.)

I certify that all information and statements made in this application and any attachments pertaining thereto are true and complete to the best of my knowledge. I understand and agree that any false information and/or statement(s) of material facts or omissions may subject me to disqualification or dismissal.

Signature: _____ Date: _____