

# Careers for Law Enforcement (LAWE) & Criminal Justice (CJS)

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## WHAT'S OUT THERE?

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A good source of information is the Occupational Outlook Handbook (OOH) found on the Bureau of Labor Statistics website (<https://www.bls.gov/ooh/>). The OOH provides a wealth of information on specific jobs related to labor trends, educational requirements for entry-level positions, earnings information, examples of job duties and work conditions. As an example, you can find this type of information:

### [What Probation Officers and Correctional Treatment Specialists Do](#)

Probation officers and correctional treatment specialists work with and monitor offenders to prevent them from committing new crimes.

### [Work Environment](#)

Probation officers and correctional treatment specialists work with criminal offenders, some of whom may be dangerous. Workers in this occupation must meet many court-imposed deadlines, which contributes to heavy workloads and extensive paperwork. Many officers travel, especially those who work in rural areas.

### [How to Become a Probation Officer or Correctional Treatment Specialist](#)

Qualifications vary by agency, but a bachelor's degree is usually required. Most employers require candidates to pass oral, written, and psychological exams.

### [Pay](#)

The median annual wage of probation officers and correctional treatment specialists was \$47,200 in May 2010.

### [Job Outlook](#)

Employment of probation officers and correctional treatment specialists is expected to grow by 18 percent from 2010 to 2020, about as fast as average for all occupations. Continued growth in the demand for probation and parole services will lead to new openings for officers.

### [Similar Occupations](#)

Compare the job duties, education, job growth, and pay of probation officers and correctional treatment specialists with similar occupations.

### [Contacts for More Information](#)

Learn more about probation officers and correctional treatment specialists by contacting these additional resources.

From the Bureau of Labor Statistics, "Probation Officers and Correctional Treatment Specialists" (<https://www.bls.gov/ooh/>)

## CAREER EXPLORATION TO CONFIRM LAW OR CJS IS RIGHT FOR YOU

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1. Take a Careers course (CJS 110 Careers in Criminal Justice) or explore by taking other courses in the discipline.
2. Obtain volunteer, internship or work experience.
3. Complete career interest assessments in the Career Services office.
4. Attend any of the free Career Services workshops that fit your needs.
5. Schedule an appointment with LAW or CJS faculty to learn about their experiences and recommendations.
6. Schedule an appointment with a career counselor in the Career Services office.
7. Join the Law Enforcement/Criminal Justice Student Club at Metropolitan State.
8. Conduct informational interviews to learn more about jobs or career paths.
9. Job-shadow somebody who is currently working in your desired profession.
10. Network, network, network.

❖ ***One of the most important things you can do is NETWORK!*** Network for information-- The most effective strategy for landing a job is networking (78%) and employee referrals (65%) that are a direct result of networking, so take advantage of every opportunity to meet and interact with professionals in your field(s) of interest, extend your knowledge of preferred career fields, find out who is hiring and get personal referrals to hiring managers.

## CATEGORIES OF EMPLOYMENT FOR LAWE OR CJS MAJORS

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Careers in law enforcement and criminal justice can encompass a variety of jobs and attract people from many different backgrounds in criminal justice, criminology, law enforcement, sociology, political science, psychology, social work and other human services disciplines.

- Casework Administration
- Corrections
- Community Corrections
- Entry-level law enforcement (i.e. Patrol Officer)
- Family Court Services
- Federal Courts
- Federal law enforcement
- Investigations
- Juvenile Justice
- Legal Assistance
- Legal Research
- Loss Prevention
- Private Security
- Probations & Parole
- Reentry Programs
- Teaching
- Victim Advocacy

## TYPES OF ORGANIZATIONS THAT EMPLOY LAWE OR CJS MAJORS

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- Banks
- City/county government organizations
- Colleges and universities
- County jails
- Crime analyst
- Crime laboratories
- Domestic violence agencies
- Federal law enforcement (FBI, IRS, ATF, TSA, DEA, CIA, etc.)
- Federal marshals
- Federal, state, local and county governments
- Halfway houses and pre-release programs
- Healthcare facilities
- Hotels and resorts
- Insurance agencies
- Insurance companies
- Juvenile detention centers
- Law firms
- Local, state, and federal courts
- Nonprofit organizations
- Nuclear power plants
- Other large corporations
- Precinct station houses
- Private security companies
- Retail corporations
- State and federal correction facilities
- Women and family shelters

## COMMON LAWE OR CJS JOB TITLES

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**Criminal Justice:** Corrections Officer; Probation and Parole Officer; Child Welfare Care Worker/ Juvenile Justice Counselor/ Child and Youth Worker; Case Worker; Counselor; Criminal Investigator; Environmental Conservation Officer; Group Home Worker; Inmates Records Coordinator; Penologist; Prisoner Classification Interviewer; Security Agent; Social Worker; Rehabilitation Counselor; Warden.

**Law Enforcement:** Police Officer; Community Service Officer, Crime Prevention Officer,

Criminal Investigator; Juvenile Court Worker; K-9 Officer; Postal Service Investigator, School Resource Officers; Special Agent; TSA officer.

**Courts:** Bailiff; Court Administrator; Court Liaison Counselor; Court Clerk; Court Reporter; Judge; Criminal Lawyer; Guardian Ad Litem; Law Librarian; Legal Researcher; Paralegal; Pre-trial Services Officer; Victims Advocate; Victim Services Personnel.

Adapted and modified from the University of Toronto, Mississauga [Career Centre Site](#).

## COMMON GRADUATE STUDY PROGRAMS FOR LAWE OR CJS GRADUATES

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- Alcohol and Drug Counseling
- Criminal Justice
- Criminology
- Law
- Political Science
- Public Administration
- Social Work
- Sociology

## GIVING YOURSELF AN EDGE

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Making yourself stand out when applying to a job posting is important in the job search process. Here are some strategies to consider:

### Communication and Critical Thinking Skills

- Many law enforcement and criminal justice professions require candidates to possess strong oral and written communication skills and good computer skills. The ability to speak a second language is also desirable.
- Develop good listening skills and the ability to work well with a wide range of diverse populations.

### Coursework

- Supplement program of study with courses in business, psychology, anthropology, or sociology. Coursework related to the hard sciences (biology, chemistry, or biochemistry) is preferred for career opportunities in forensics.
- Depending upon one's career goals, earn a master's degree in disciplines such as criminal justice, forensic science, social work, counseling, or business to obtain positions involving therapy, higher levels of administration, forensics, or research. Earn a doctorate degree for university teaching positions.

### Experience

- Be willing to start in an entry-level job in order to prepare for more advanced career opportunities.
- Entry-level positions for law enforcement majors typically include positions in police departments, sheriff departments and other state law enforcement organizations within Minnesota. Minimally, students may be eligible for federal law enforcement positions; additional experience may be required.
- Gain experience through volunteer, practicum or internship opportunities.

### Networking

- Conduct informational interviews with professionals in fields of interest to learn more about opportunities.
- Talk with your professors, many of whom are currently working or have had careers in the law enforcement and criminal justice field.
- Attend the annual LEO Career Fair, the largest law enforcement/criminal justice/corrections career fair in the Twin Cities metro area, typically held in the Spring of each year.

Adapted and modified from the Career Planning Staff of Career Services at the University of Tennessee, Knoxville (2003).

## CURRICULUM

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### LAWE and CJS courses

**CJS 100 Careers in Criminal Justice** is a valuable survey course available to students who wish to gain knowledge about career options for a Criminal Justice degree. This course may be applied toward the Criminal Justice major requirements or can be counted as a lower-division elective credit course.

**Other LAWE and CJS course offerings** can support students' career exploration into the fields of law enforcement and criminal justice. For a listing of these courses, please view the law enforcement and criminal justice degree worksheets available on the School of Law Enforcement and Criminal Justice website: <http://www.metrostate.edu/msweb/explore/slc/advising/forms.html>.

### Other Course Offerings

Metropolitan State offers additional career planning and development courses, including the following:

**PSYC 107 Career Planning & Development** – This course is designed to help students plan their careers and develop lifelong learning strategies. Participants assess their interests, skills and aspirations in relation to the world of work. Topics include needs assessment, methods of achievement and analysis, goal planning, occupational field research, skills identification and strategy development. Students develop career plans balancing their personal aspirations with reality.

**PSYC 108 Career and Life Planning for Women** – This course seeks to help women maximize their potential career choices and take control of their lives. The objectives include helping each woman identify and understand her own values, interests and abilities; becoming familiar with and applying theories of career development and adult development as they pertain to women; using an effective decision-making process; and developing a personal career and life plan, and determining strategies to implement, review and revise the plan.

## FACULTY PERSPECTIVES (ADDITIONAL PERSPECTIVES COMING SOON)

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### TIM ERICKSON

Careers in criminal justice and law enforcement are excellent choices for students who want to work in meaningful positions that contribute in a value-added way to their communities. The criminal justice degree is a "broader" degree, designed for those who wish to work with people in a variety of situations within the criminal justice system, but primarily in the courts and corrections areas, or who wish to go on to graduate studies (law, teaching, etc.).

The law enforcement degree is designed for students who wish to become licensed peace officers in the state of Minnesota. If you want to be a peace officer for the action, arrests and to exercise your power and authority, become an actor and go to Hollywood instead. "Real" peace officers are social peace-keepers who spend most of their working hours providing citizens with services that are related to increasing the capacity for citizens and law enforcement to prevent crime and increase neighborhood livability.

Highly recommended for both majors: internships, volunteer opportunities and other forms of "reality testing" pre-conceived and media inspired beliefs about these professions.

## FACULTY PUBLICATIONS (ADDITIONAL PUBLICATIONS COMING SOON)

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### JAMES DENSLEY

#### Monograph (under contract)

Densley, J. (forthcoming). *Street gangs in Britain*. Hampshire, UK: Palgrave Macmillan.

#### Peer review

Densley, J. (2012). Street gang recruitment: Signaling, screening and selection. *Social Problems*, 59(3), 00-00

Grund, T. & Densley, J. (2012). Ethnic heterogeneity in the activity and structure of a black street gang. *European Journal of Criminology*, 9(3), 00-00.

Densley, J. (2012). It's gang life, but not as we know it: The evolution of gang business. *Crime & Delinquency*, 00(00), 1-30.

Densley, J. (2012). The organisation of London's street gangs. *Global Crime*, 13(1), 42-64.

Densley, J. (2011). Ganging up on gangs: Why the gangs intervention industry needs an intervention. *The British Journal of Forensic Practice*, 13(1), 12-23.

#### Periodicals

Densley, J. (2012). Gangs: Cross-cultural comparisons. *Minnesota Police Chief*, 32(1), 17-18.

Densley, J. & Mason, N. (2011). The London riots: A gang problem? *Policing Today*, 17(2), 14-15.

Davis, A. & Densley, J. (2011). Life cycle. *Police Review*, 119(6146), 16-17.

Davis, A. & Densley, J. (2011). Gang warfare. *Police Review*, 119(6145), 16-17.

Densley, J. (2011). The undercover corporation. *Exposition*, 7, 4-8.

#### Book chapters

Densley, J., Davis, A., & Mason, N. (2013, forthcoming). Girls and gangs: Preventing multiple perpetrator rape. In M. Horvath & J. Woodhams (eds), *Handbook on Multiple Perpetrator Rape: A Multidisciplinary Response to an International Problem* (Chapter 13). London: Routledge.

## FACULTY FAVORITES (ADDITIONAL FAVORITES COMING SOON)

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<http://staff.lib.msu.edu/harris23/crimjust/jobscj.htm>

## RECENT LAWE OR CJS INTERNSHIPS AND VOLUNTEER POSSIBILITIES

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### Criminal Justice Practicum (CJS 377)

The Criminal Justice Practicum provides a way for students to earn academic credit in connection with an internship at a criminal justice agency or related organization. Students can earn 1 credit for each 40 hours served, up to 8 credits. Students are responsible for their own internship placements but assistance is available. Start with an internet search, see [www.cjs-377.net](http://www.cjs-377.net) (or below) for sample internship opportunities or contact Dr. Anne Cross ([anne.cross@metrostate.edu](mailto:anne.cross@metrostate.edu)), Practicum Supervisor. The course involves reading and written work in addition to the internship experience. Coursework is completed over D2L.

## Internship Examples:

### **Bureau of Criminal Apprehension**

<https://dps.mn.gov/divisions/bca/Documents/BCAInvestigationInternship.pdf>

The Bureau of Criminal Apprehension (BCA) provides investigative and specialized law enforcement services to prevent and solve crimes in partnership with law enforcement, public safety and criminal justice agencies. Services include criminal justice training and development, forensic laboratory analysis, criminal histories and investigations.

### **Dakota County Community Corrections**

<http://www.co.dakota.mn.us/Jobs/VolunteerInternship/VolIntern.htm>

Dakota County Community Corrections provides probation, parole (supervised release), court services, community restoration programs and victim services.

### **Hennepin County Adult Field Services**

<http://hennepin.us/portal/site/HennepinUS/menuitem.b1ab75471750e40fa01dfb47ccf06498/?vqnextoid=d5cc2cb70bd23210VgnVCM20000048114689RCRD>

Adult Field Services employees work with their criminal justice partners to provide a variety of correctional services for defendants, adjudicated offenders, their families, and the community.

### **Hennepin County Sheriff's Office**

<http://www.hennepinsheriff.org/content/internship-opportunities>

The HCSO is dedicated to increasing public safety through leadership, integrity and strong partnerships.

### **Lino Lakes Department of Public Safety**

<http://www.linolakes.govoffice2.com/vertical/Sites/%7BA233BB09-8316-4E17-A27A-C25E01027DA7%7D/uploads/%7B739C908B-A556-42A7-B016-CDD61CB719C2%7D.PDF>

As a progressive, professional organization, the Lino Lakes Police Department takes pride in delivering the highest level of quality service.

### **Minnesota State Patrol**

<https://dps.mn.gov/divisions/msp/forms-reports/Documents/internship-packet-color.pdf>

The mission of the Minnesota State Patrol is to protect and serve all people in the state through assistance, education and enforcement; to provide support to allied agencies; and to provide for safe, efficient movement of traffic on Minnesota's roadways. See also: State of Minnesota Student Internship Search Engine

<https://statejobs.doer.state.mn.us/JobPosting/>

## **SAMPLE INTERNSHIP DESCRIPTION (AS ADVERTISED BY COMPANY)**

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Below is a sample internship posting.

### **Minnesota Department of Public Safety Alcohol and Gambling Enforcement Intern**

#### **INTERNSHIP POSTING**

Position: Intern (unpaid)

Hiring Agency: Minnesota Department of Public Safety, Alcohol & Gambling Enforcement Division

Location: 444 Cedar Street (Town Square) Suite 222, St. Paul, MN

- Agency description: The mission of the Alcohol and Gambling Enforcement Division is to maintain the integrity of legalized gambling by conducting gaming related background investigations and criminal investigations relating to lawful gambling, illegal (prohibited) gambling, the Minnesota Lottery, pari-mutuel horse racing, lottery scams, and monitor tribal reservation gambling in accordance with State and Tribal compacts. The A&GED also serves as the agency responsible for state liquor licensing and regulatory enforcement along with related state education programs and liquor initiatives.
- Days/hours of work: Monday – Friday, up to 32 hrs per week, between 8:00 a.m. and 4:30 p.m. (days and hrs flexible)
- Start/End dates: On-going for two positions until filled. Start/End dates flexible.
- Job Description: Provide administrative support to A&GED projects that involve alcohol and gambling regulatory and/or criminal matters such as lottery scams and liquor licensing. Administrative and support responsibilities to include data analysis, data management, data collection and entry and telephone follow-up with the public and other administrative assistance as assigned.
- Minimum qualifications: College Junior or Senior with:
  - Working knowledge of governmental process
  - Demonstrated analytical and writing skills
  - Demonstrated ability to organize information
  - Experience with Microsoft Word and Excel
- Application process: State Internship Application available at: [www.mmb.state.mn.us/doc/hr/intern/app.doc](http://www.mmb.state.mn.us/doc/hr/intern/app.doc)  
Include cover letter, and resume to:

## CAREER-RELATED WEB RESOURCES

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- Hennepin Jobs <http://hennepin.us>
- O\*NET [www.onetonline.org](http://www.onetonline.org)
- MyMajors.com [www.mymajors.com](http://www.mymajors.com)
- Online Career Interest Assessments: contact Metro State's [Career Services](#)
- LinkedIn [www.linkedin.com](http://www.linkedin.com)
- Simply Hired [www.simplyhired.com](http://www.simplyhired.com)
- Current Jobs for Graduates <http://www.graduatejobs.com/>
- Employment Outlook NPR <http://www.npr.org/templates/story/story.php?storyId=121875404>
- DEPARTMENT OF LABOR [HTTP://WWW.DOL.GOV/](http://www.dol.gov/)
- CAREER ONE STOP [HTTP://WWW.CAREERONESTOP.ORG/](http://www.careeronestop.org/)
- BUREAU OF LABOR STATISTICS [HTTP://WWW.BLS.GOV/](http://www.bls.gov/)
- MINNESOTA WORKFORCE CENTER [HTTP://WWW.POSITIVELYMINNESOTA.COM/](http://www.positivelyminnesota.com/)
- CAREERS IN THE TWIN CITIES METRO [HTTP://WWW.ISEEK.ORG/METRO/INDEX.HTML](http://www.iseek.org/metro/index.html)

## ELECTRONIC SOURCES FOR LAWE AND CJS INFORMATION

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### GOVERNMENT SITES

- Amber alert <http://www.amberalert.gov/>
- Bureau of Justice Statistics <http://www.ojp.usdoj.gov/bjs/>
- Sourcebook of Criminal Justice Statistics <http://www.albany.edu/sourcebook/>
- Office of Community Oriented Policing Services (COPS) <http://www.cops.usdoj.gov/>

- Office of Juvenile Justice and Delinquency Prevention <http://ojjdp.ncjrs.org/>
- OJJDP Statistical Briefing Book <http://www.ojjdp.gov/ojstatbb/>
- Office of National Drug Control Policy <http://www.whitehousedrugpolicy.gov/>
- Federal Bureau of Investigation <http://www.fbi.gov>
- Federal Bureau of Prisons <http://www.bop.gov>
- Minnesota Department of Public Safety <http://www.dps.state.mn.us/>
- Minnesota State Statutes <https://www.revisor.mn.gov/pubs/>
- National Archive of Criminal Justice Data <http://www.icpsr.umich.edu/icpsrweb/NACJD/>
- National Criminal Justice Reference Service <http://www.ncjrs.gov>
- National Institute on Drug Abuse <http://www.drugabuse.gov/>
- National Institute of Justice <http://www.ojp.usdoj.gov/nij/>
- National Institute of Corrections <http://www.nicic.org/>
- National Archive of Criminal Justice Data <http://www.icpsr.umich.edu/NACJD/index.html>
- President's website: Whitehouse <http://www.whitehouse.gov/>
- U.S. Department of Justice <http://www.justice.gov/>
- U.S. Department of Labor <http://www.bls.gov/>
- U.S. Supreme Court home page <http://www.supremecourtus.gov/>

#### NON-PROFIT/PROFESSIONAL ORGANIZATION SITES

- American Bar Association <http://www.abanet.org/>
- American Civil Liberties Union <http://www.aclu.org/>
- International Association of Chiefs of Police <http://www.theiacp.org/>
- Police Chief Magazine <http://www.policechiefmagazine.org/>
- Justice Talking (National Public Radio) <http://www.justicetalking.org/>
- Pride Surveys (juvenile wellness) <http://www.pridesurveys.com/>
- Police Executive Research Forum (PERF) <http://www.policeforum.org/>
- National Association of Black Police Officers (NABLEO) <http://nableo.org/>
- National Black Police Association <http://blackpolice.org/>
- National Organization of Black Law Enforcement Executives (NOBLE) <http://www.noblenatl.org/>
- National Center for Women and Policing <http://www.womenandpolicing.org/>
- National Center for Juvenile Justice <http://www.ncjj.org/>
- National Center for Victims of Crime <http://www.victimsofcrime.org/>
- National Association of Criminal Defense Lawyers <http://www.nacdl.org>
- National Juvenile Offender Center <http://www.njdc.info/>
- National Legal Aid and Defender Association <http://www.nlada.org>
- Officer for Victims of Crime (OVC) <http://ovc.ncjrs.org/ovcproviderforum/index.asp>
- Violence Policy center <http://vpc.org/>

#### UNIVERSITY/COLLEGE SITES

- Cornell Law School-Legal Information Institute <http://www.law.cornell.edu/>
- Georgetown University- Center for Juvenile Justice Reform <http://cjjr.georgetown.edu/>
- Harvard University- Government Innovators Network <http://www.innovations.harvard.edu/>

## LAWE AND CJS PROFESSIONAL ASSOCIATIONS AND LINKS

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[American Bar Association, Criminal Justice Section](#)  
[American Board of Criminalistics](#)  
[American Civil Liberties Union \(ACLU\)](#)  
[Academy of Criminal Justice Sciences \(ACJS\)](#)  
[American Judicature Society](#)  
[American Probation & Parole Association \(APPA\)](#)  
[American Society for Industrial Security \(ASIS\)](#)  
[American Society of Criminology \(ASC\)](#)  
[American Sociological Association \(ASA\)](#)  
[Amnesty International](#)  
[Bureau of Justice Assistance \(BJA\)](#)  
[Bureau of Justice Statistics \(BJS\)](#)

[Center for Law and Social Policy](#)  
[Computer Security Institute](#)  
[Corrections Connection](#)  
[Council on Crime and Justice](#)  
[European Society of Criminology](#)  
[Justice Studies Association](#)  
[Law and Society Association](#)  
[Midwest Criminal Justice Association](#)  
[Minnesota Bar Association](#)  
[Society for the Study of Social Problems](#)  
[The World's Criminal Justice Directory](#)

## NEXT STEPS IN YOUR CAREER EXPLORATION

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- Take a careers course (CJS 110 Careers in CJS)
- Talk with SLC faculty about their experience and recommendations
- Obtain volunteer, internship or work experience
- Attend free workshops and events offered through the Career Services office
- View career-related and LAWE/CJS web links provided in this document
- Complete career interest assessments in the Career Services office
- Meet with a counselor in the Career Services office
- Attend job fairs (LEO Career Fair)
- Network, network, network!
- Join the Law Enforcement/Criminal Justice Student Club and other student clubs and organizations
- Talk to students with experience in your desired field
- Conduct informational interviews to learn more about jobs and career paths
- Attend, present or participate in professional conferences, memberships and associations
- Job shadow someone working in your desired profession
- Participate in a ride-along with a licensed peace officer

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Career Services  
St. Paul Campus – Founders Hall 221  
651-793-1528  
[career.services@metrostate.edu](mailto:career.services@metrostate.edu)