



Administration of Justice

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Prepared by the Los Angeles/Orange County Center of Excellence for Labor Market Research

Occupation Codes and Descriptions

Currently, there are 5 occupations in the standard occupational classification (SOC) system related to the study of administration of justice, and two emerging occupations in the O*NET¹ database of occupational information. The occupation titles and descriptions, as well as reported job titles are included in Exhibit 1.

Exhibit 1 – Occupations, descriptions and sample job titles

SOC (6-Digit) or O*NET (8-Digit) Code	Title	Description	Sample of Reported Job Titles
21-1092	Probation Officers and Correctional Treatment Specialists	Provide social services to assist in rehabilitation of law offenders in custody or on probation or parole. Make recommendations for actions involving formulation of rehabilitation plan and treatment of offender, including conditional release and education and employment stipulations.	Adult Probation Officer, Correctional Counselor, Deputy Juvenile Officer, Deputy Probation Officer (DPO), Juvenile Probation Officer, Parole Agent, Parole Officer, Probation and Parole Officer, Probation Counselor, Probation Officer
33-1011	First-Line Supervisors of Correctional Officers	Directly supervise and coordinate activities of correctional officers and jailers.	Captain, Correctional Lieutenant, Correctional Officer Captain, Correctional Officer Lieutenant, Correctional Officer Sergeant, Correctional Sergeant, Corrections Sergeant, Lieutenant, Sergeant, Shift Supervisor
33-1012	First-Line Supervisors of Police and Detectives	Directly supervise and coordinate activities of members of police force.	Chief of Police, Detective Sergeant, Lieutenant, Patrol Sergeant, Police Captain, Police Chief, Police Lieutenant, Police Sergeant, Sergeant, Shift Supervisor

¹ New and emerging occupations (N&E) are incorporated into the O*NET-SOC classification system based on the evolving nature of workforce requirements stemming from changes in technology, society, law, and business practices. Incorporating N&E occupations into the O*NET system makes O*NET information more beneficial and responsive. <https://www.onetcenter.org/reports/NewEmerging.html>

33-3012	Correctional Officers and Jailers	Guard inmates in penal or rehabilitative institutions in accordance with established regulations and procedures. May guard prisoners in transit between jail, courtroom, prison, or other point. Includes deputy sheriffs and police who spend the majority of their time guarding prisoners in correctional institutions.	Correctional Officer, Correctional Sergeant, Corrections Officer (CO), Custody Assistant, Deputy Jailer, Detention Deputy, Detention Officer, Jail Officer, Jailer, Jailor
33-3051	Police and Sheriff's Patrol Officers	Maintain order and protect life and property by enforcing local, tribal, State, or Federal laws and ordinances. Perform a combination of the following duties: patrol a specific area; direct traffic; issue traffic summonses; investigate accidents; apprehend and arrest suspects, or serve legal processes of courts.	Refer to Police Patrol Officers, and Sheriffs and Deputy Sheriffs.
33-3051.01	Police Patrol Officers	Patrol assigned area to enforce laws and ordinances, regulate traffic, control crowds, prevent crime, and arrest violators.	Alcohol Law Enforcement Agent (ALE Agent), Law Enforcement Officer, Officer, Patrol Officer, Peace Officer, Police Officer, Police Patrol Officer, Public Safety Officer, State Trooper, Uniform Patrol Police Officer
33-3051.03	Sheriffs and Deputy Sheriffs	Enforce law and order in rural or unincorporated districts or serve legal processes of courts. May patrol courthouse, guard court or grand jury, or escort defendants.	Canine Deputy (K-9 Deputy), Chief Deputy Sheriff, Civil Division Deputy Sheriff, Civil Process Server, Corporal-Road Deputy with Sheriff Department, Deputy, Deputy (Patrol), Deputy Sheriff, Deputy Sheriff (Generalist)-Bailiff, Drug Abuse Resistance Education Officer (DARE Officer)

Source: O*NET Online

Current and Future Employment

In Los Angeles County, the number of administration of justice occupations is expected to increase by 4% over the next five years. More than 1,400 job opportunities will be available annually for this group of occupations through 2021 due to new job growth and replacement need (e.g., retirements). Exhibit 2 contains detailed employment projections data for these occupations. Data collection is underway for the emerging occupations and is not yet available; therefore, all current labor market

data for 33-3051.01 and 33-3051.03 is included in the Police and Sheriff's Patrol Officers (33-3051) occupation code.

Exhibit 2 – Five-year projections for administration of justice occupations in Los Angeles County

SOC	Occupation	2016 Jobs	2021 Jobs	2016 - 2021 Change	2016 - 2021 % Change	Annual Openings
21-1092	Probation Officers and Correctional Treatment Specialists	3,451	3,555	104	3%	89
33-1011	First-Line Supervisors of Correctional Officers	184	199	15	8%	9
33-1012	First-Line Supervisors of Police and Detectives	718	791	73	10%	41
33-3012	Correctional Officers and Jailers	3,949	4,151	202	5%	151
33-3051	Police and Sheriff's Patrol Officers	27,641	28,780	1,139	4%	1,155
		35,942	37,475	1,533	4%	1,445

Source: Economic Modeling Specialists International (EMSI)

Earnings

In Los Angeles County, the entry-level average wage for the five administration of justice occupations is \$30.68 per hour, which is above the MIT Living Wage² estimate of \$13.08 per hour for a single adult. The average annual earnings for this occupation group in the region range from \$61,909 to 144,061 per year, assuming full-time employment.

Exhibit 3 contains hourly wages and annual average earnings for these occupations. Entry-level hourly earnings is represented by the 10th percentile of wages, median hourly earnings is represented by the 50th percentile of wages, and experienced hourly earnings is represented by the 90th percentile of wages, demonstrating various levels of employment.

² MIT Living Wage Calculator. <http://livingwage.mit.edu/>

Exhibit 3 – Earnings for administration of justice occupations in Los Angeles County, 2016-2021

SOC	Occupation	Entry-Level Hourly Earnings	Median Hourly Earnings	Experienced Hourly Earnings	Average Annual Earnings
21-1092	Probation Officers and Correctional Treatment Specialists	\$25.89	\$39.61	\$48.46	\$79,622
33-1011	First-Line Supervisors of Correctional Officers	\$33.95	\$42.42	\$49.19	\$86,840
33-1012	First-Line Supervisors of Police and Detectives	\$37.76	\$66.03	\$117.82	\$144,061
33-3012	Correctional Officers and Jailers	\$24.16	\$28.62	\$38.25	\$61,901
33-3051	Police and Sheriff's Patrol Officers	\$31.97	\$46.88	\$61.14	\$96,803
		\$30.68	\$44.60	\$58.54	\$92,324

Source: Economic Modeling Specialists International (EMSI)

Employer Job Postings

Real-time labor market information is used to provide a more nuanced view of the current job market, as it captures job advertisements for occupations relevant to the field of study. Employer job postings are consulted to understand who is employing in the field of administration of justice, and what they are looking for in potential candidates. To identify job postings related to administration of justice, the following SOC and O*NET codes were used: police patrol officers (33-3051.01), correctional officers and jailers (33-3012), first-line supervisors of police and detectives (33-1012), probation officers and correctional treatment specialists (21-1092), sheriffs and deputy sheriffs (33-3051.03), and first-line supervisors of correctional officers (33-1011).

Top Occupations

In 2016, there were 566 employer postings for administration of justice occupations. More than half of the postings (60%) were for police patrol officers (341 job postings). There were 682 job postings for the same occupation group in 2015, and 509 job postings in 2014.

Exhibit 4 – Top occupations in job postings (n=566)

SOC/O*NET Code	Occupation	Job Postings, Full Year 2016
33-3051.01	Police Patrol Officers	341
33-3012.00	Correctional Officers and Jailers	96
33-1012.00	First-Line Supervisors of Police and Detectives	64
21-1092.00	Probation Officers and Correctional Treatment Specialists	32
33-3051.03	Sheriffs and Deputy Sheriffs	24
33-1011.00	First-Line Supervisors of Correctional Officers	9

Source: Labor Insight/Jobs (Burning Glass)

Top Titles

The top job titles for employers posting advertisements for administration of justice occupations are listed in exhibit 5. Police officer is mentioned as the job title in 31% of all relevant job postings (178 postings).

Exhibit 5 –Job titles (n=566)

Title	Job Postings, Full Year 2016
Police Officer	178
Public Safety Officer	64
Community Service Officer	27
Jailor	18
Immigration Services Officer	17

Source: Labor Insight/Jobs (Burning Glass)

Top Employers

Exhibit 6 lists the top employers hiring professionals in the field of administration of justice. Top employers posting job ads included both government and private employers. The top worksite cities in the region for these occupations were Los Angeles, Long Beach, Santa Monica, Glendale, and Whittier.

Exhibit 6 – Top employers (n=427)

Employer	Job Postings, Full Year 2016
University of Southern California	20
Los Angeles County	16
City Of Glendale	15
City National Bank	15
California State University	14

Source: Labor Insight/Jobs (Burning Glass)

Skills

Job-specific skills desired by employers include public health and safety, prevention of criminal activity, supervisory skills, law enforcement or criminal justice experience, and report writing.

Exhibit 7 –Job skills (n=413)

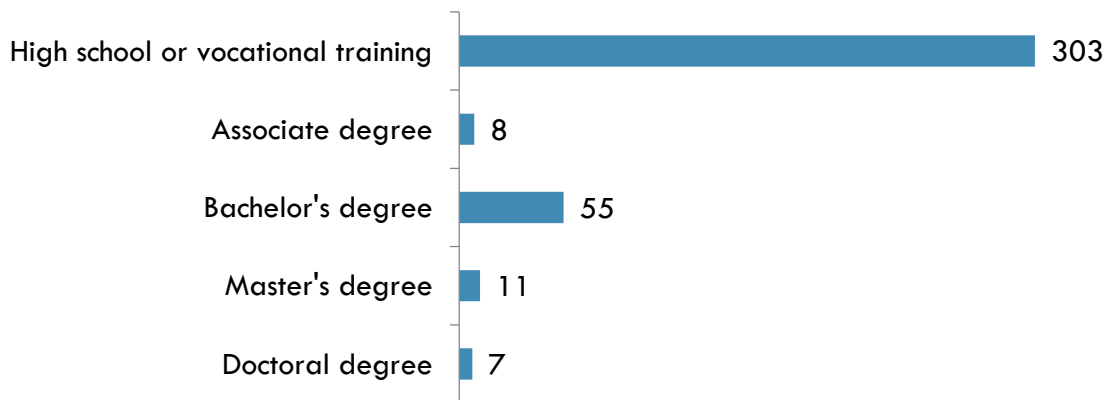
Skills	Job Postings, Full Year 2016
Public Health and Safety	137
Prevention of Criminal Activity	128
Supervisory Skills	86
Law Enforcement or Criminal Justice Experience	61
Report Writing	56

Source: Labor Insight/Jobs (Burning Glass)

Advertised Education Levels

Exhibit 8 displays the education level requested by employers in online job ads. The majority of employers were looking for a candidate with high school or vocational training. Approximately 32% of job postings did not specify a level of education.

Exhibit 8 – 2016 Online job ads with minimum advertised education requirements for administration of justice occupations (n=384)



Source: Labor Insight/Jobs (Burning Glass)

Industry Concentration

Administration of justice jobs in Los Angeles County are most often found in local government, excluding education and hospitals (88% of total jobs in the industry). Exhibit 9 shows the industries that are the largest employers of administration of justice occupations in Los Angeles County.

Exhibit 9 – Industries with the largest number of administration of justice occupations, 2016

NAICS (6-Digit)	Industry	Occupation Group Jobs in Industry	% of Occupation Group in Industry
903999	Local Government, Excluding Education and Hospitals	31,242	88%
902999	State Government, Excluding Education and Hospitals	2,092	6%
902612	Colleges, Universities, and Professional Schools (State Government)	596	2%
611310	Colleges, Universities, and Professional Schools	549	2%

Source: Economic Modeling Specialists International (EMSI)

Education and Training

Exhibit 10 shows the typical entry-level education requirement for the occupations of interest, along with the typical on-the-job training, and percentage of workers in the field who hold a community college award or have completed some postsecondary courses.

Exhibit 10 – Education and training requirements, 2015-2020

SOC	Occupation	Typical entry-level education	Typical on-the- job training	% of Community College Award Holders or Some Postsecondary Coursework
21-1092	Probation Officers and Correctional Treatment Specialists	Bachelor's degree	Short-term on-the-job training	15%
33-1011	First-Line Supervisors of Correctional Officers	High school diploma or equivalent	Moderate-term on-the-job training	46%
33-1012	First-Line Supervisors of Police and Detectives	High school diploma or equivalent	Moderate-term on-the-job training	43%

33-3012	Correctional Officers and Jailers	High school diploma or equivalent	Moderate-term on-the-job training	52%
33-3051	Police and Sheriff's Patrol Officers	High school diploma or equivalent	Moderate-term on-the-job training	52%

Source: Economic Modeling Specialists International, Bureau of Labor Statistics Employment Projections (Educational Attainment)

Currently, there are 18 community colleges in Los Angeles County that train students in the administration of justice program. Exhibit 11 displays the headcount and annual average community college awards for each of the colleges training in this field. Headcount is the actual number of students enrolled, regardless of credit hours. It is also important to note that an award is not equivalent to a single person in search of a job opening, since a student may earn more than one award (e.g. an associate degree and a certificate).

Between 2012 and 2015, the total annual average community college awards conferred was 1,175 (762 associate degrees and 413 certificates) across one program: Administration of Justice (2105.00).

Exhibit 11 – CCC Student Awards (by TOP and College)

2012 – 2015 Annual Average						
TOP Code	Program	College	CCC Headcount	CCC Associate Degrees	CCC Certificates	Total Average CC Awards
2105.00	Administration of Justice	Cerritos	1,136	67	N/A	67
		Citrus	780	78	32	110
		Compton	386	14	5	19
		East LA	13,844	153	269	422
		El Camino	873	41	11	52
		Glendale	498	14	11	25
		LA City	630	22	8	30
		LA Harbor	688	18	3	21
		LA Mission	701	27	N/A	27
		LA Pierce	1,279	28	N/A	28
		LA Southwest	719	24	7	31
		LA Trade-Tech	190	-	-	-
		LA Valley	1,088	40	11	51
		Long Beach	1,069	45	21	66
		Mt San Antonio	852	35	15	50
		Pasadena	710	42	13	55
Rio Hondo	5,077	92	1	93		
West LA	927	22	6	28		
Total			31,447	762	413	1,175

Source: California Community Colleges Chancellor's Office MIS Data Mart

Student Outcomes

The CTE LaunchBoard provides student outcome data on the effectiveness of CTE programs. The following student outcome information was collected from exiters of the Administration of Justice Taxonomy of Program (TOP) code (2105.00) in Los Angeles County for the 2013-14 academic year.

- The median annual wage after program completion is \$30,387
- 54% of students are earning a living wage
- 77% of students are employed within six months after completing a program

Source: CTE LaunchBoard

Program Recommendation

This report was compiled by the Los Angeles/Orange County Center of Excellence to provide regional labor market data for the program recommendation of Administration of Justice. This report is to help

determine whether there is demand in the local labor market that is not being met by the supply from programs of study (CCC and non-CCC) that align with this occupation group.

Based on the data, the COE has determined there is an unmet need for the administration of justice program in Los Angeles County. Reasons include:

- Administration of Justice occupations are forecasted to increase by 4% over the next five years, resulting in over 1,400 job openings annually
- On average, 1,175 awards (associate degrees and certificates) are conferred each year, demonstrating a steady supply of graduates to meet the job demand
- 77% of students are employed within six months after completing a program

Sources

O*Net Online, Labor Insight/Jobs (Burning Glass), Economic Modeling Specialists International (EMSI), MIT Living Wage Calculator, Bureau of Labor Statistics (BLS) Education Attainment, California Community Colleges Chancellor's Office Management Information Systems (MIS) Data Mart, CTE LaunchBoard, Statewide CTE Outcomes Survey, Employment Development Department Unemployment Insurance Dataset

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Notes

Data included in this analysis represents the labor market demand for positions most closely related to administration of justice. Standard occupational classification (SOC) codes were chosen based on the national education level required for employment (associate degree and postsecondary certificate) as well as the proportion of current workers who hold a community college award or have had some community college training. This selection process narrows the labor market analysis to the most relevant employment opportunities for students with community college education and/or training.

Traditional labor market information was used to show current and projected employment based on data trends, as well as annual average awards granted by regional community colleges. Real-time labor market information captures job post advertisements for occupations relevant to the field of study and should not be used to establish current job openings, because the numbers may include duplicate job postings or postings intended to gather a pool of applicants. Real-time labor market information can signal demand and show what employers are looking for in potential employees, but is not a perfect measure of the quantity of open positions.