

HAWAII PAROLING AUTHORITY
Position Description

I. IDENTIFYING INFORMATION

Position Title: Member, Hawaii Paroling Authority
Position Number: 100980 (Exempt)
Duration of Position: To serve a 4-year term (Part-time, 128 hours/month)
Department: Department of Public Safety
Geographic Location: Oahu

II. INTRODUCTION

The Hawaii Paroling Authority (HPA) is a quasi-judicial body, which is attached to the Department for administrative purposes. The mission of this body is to: evaluate and grant parole when there is reasonable probability that the prisoner concerned will live and remain at liberty without violating the law and that the prisoner's release is not incompatible with the welfare and safety of the public, and to utilize the agency and community resources as a link for parolees to reintegrate into society.

The purpose of this position is for the protection of the community and the rehabilitation of the prisoner to determine the appropriate minimum term of imprisonment; granting or denying parole; revocation of parole whenever necessary; and properly supervising those on parole. The Authority consists of three board members who also investigate and makes recommendations of application for gubernatorial pardons received, interprets the parole program to the public and recommends sound parole legislation and administration.

III. MAJOR DUTIES AND RESPONSIBILITIES

- A. Serves as a central paroling authority for the State of Hawaii and responsible for the administration of the discharge of all parole and community supervision programs and services for the State.
- B. Conducts/Participates in hearings to:
 - 1. determine and establish appropriate minimum terms of imprisonment against judiciary imposed maximum terms;
 - 2. determine whether any eligible individual is in fact ready for release on parole and the element of risk to the community is minimal; and
 - 3. determine whether to revoke or suspend parole and recommit parole violators to prison.

- C. Determines and establishes the rules of conduct expected of those released on parole; provides continual control and supervision of paroled individuals in the community; and revokes parole for those who violate their condition of parole or present a risk to community safety or welfare.

IV. CONTROL OVER THE POSITION

- A. Supervisor:

Pos. No. 100978

Class Title: Chairperson of the Hawaii Paroling Authority

V. REQUIRED LICENSES, CERTIFICATES, ETC.

N/A

VI. RECOMMENDED QUALIFICATIONS

Nominees to the authority shall be selected on the basis of their actual qualifications to make decisions that will be compatible with the welfare of the community and of the individual offenders, including their background and ability for appraisal of offenders and the circumstances under which offenses were committed.

Skills:

- a. make sound decisions.
- b. deal effectively with people.