

DIVISION OF PARKS AND RECREATION

September 28, 1990

STAFF DIRECTIVE 90-11

TO: All Employees

FROM: Director 

SUBJECT: Probationary/Trainee Period for New Employees

All individuals receiving original appointments to permanent positions within N.C. State Government are required to serve a probationary period. The purpose of the probationary period is to provide time for effective adjustment of the new employee to the position or to identify those individuals whose performance will not meet acceptable standards.

N.C. Office of State Personnel requires that "The duration of a probationary appointment shall be not less than three nor more than nine months of either full-time or part-time employment."

Effective immediately, the policy of this Division is that the minimum probationary period shall be no less than six months. However, if unique circumstances justify removal from probation prior to the end of the six months minimum, the employee's supervisor must justify the action, in writing, through their section supervisors to the Division Director.