

Nick Kuntz, Judge  
Anthony Capizzi, Judge



James D. Cole  
Court Administrator

**Montgomery County Common Pleas Court**  
**Juvenile Division**  
380 West Second Street  
Dayton, Ohio 45422-4240  
Fax (937) 496-6857

**NOTICE OF VACANCY: CARE COORDINATOR SPECIALIST**

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**Notice Issued** April 19, 2018

**Posting Period** April 19, 2018 – Until Filled

**Department** Intervention Center

**DISTINGUISHING JOB CHARACTERISTICS**

The Care Coordinator Specialist (CCS) duties include oversight and coordination of Care Coordination Team (CCT) interventions, organization of its recommendations and provision of immediate and intense case management of matters involving children 10 years of age and younger who are referred to the Court for alleged unruly or delinquent behavior in order to resolve said cases unofficially whenever appropriate and to see that any and all necessary services are available to and provided for such children and their families from initial referral to closure. \*Employee filling the position will primarily work an 8 hour/day, 8:30am-4:30pm, Monday thru Friday schedule, but may be assigned to other shifts at the discretion of management, as appropriate to the needs of the population served.

**“In this position, you are an At-Will Employee serving at the pleasure of the Judge”**

**QUALIFICATIONS**

Minimum qualifications include a Bachelor’s Degree in Social Work or related field. Preference will be given to a LSW, but a combination of experience and education may be considered in lieu of the Licensure. Experience with families, pre-teens, child protection, and juvenile court is also preferred. Preference may be given to applicants with a Masters Degree, mental health services experience or a minimum of 2 years in the juvenile justice system including case management experience. Access to an operational motor vehicle, a valid Ohio Driver’s License and proof of automobile insurance is required.

**Position Location** 380 W. Second St.

**Salary** \$17.26 hourly

Applications will be accepted until 4:00 p.m. on the last day of the posting date.

Interested candidates may submit application or resume with cover letter, Attention: Human Resources, Montgomery County Juvenile Court, 380 W. Second St. Dayton, OH 45422.

**AN EQUAL OPPORTUNITY EMPLOYER**