



**Montgomery County Common Pleas Court
Juvenile Division**

380 West Second Street
Dayton, Ohio 45422-4240
(937) 496-6857

NOTICE OF VACANCY: COURT SERVICE OFFICER I

Notice Issued	<u>May 7, 2019</u>
Posting Period	<u>May 7, 2019 – Until Filled</u>
Department	<u>Center for Adolescent Services</u>

DISTINGUISHING JOB CHARACTERISTICS

This position is responsible for coordinating and transporting youth to court hearings, medical appointments and placement facilities. Maintains a working relationship with facility medical staff, family specialists, placement and medical providers, to ensure youth are present for all required appointments. Actively participates in interaction with youth through role modeling, relationship building, teaching, and counseling, while also providing reasonable discipline, structure, and guidance.

QUALIFICATIONS

High School Degree or GED with 2 years experience working with youth. Ability to pass a criminal background check. A valid Ohio Drivers License is required.

Ability to document identity and employment eligibility within three (3) days of original appointment as a condition of employment in compliance with Immigration Reform and Control Act requirements.

Position Location 333 Access Rd., New Lebanon

Salary \$14.48 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