

## JUVENILE COURT SERVICES DIRECTOR FOR JEFFERSON COUNTY, WASHINGTON STATE

Open until filled

Jefferson County is seeking a Juvenile Court Services Director. Persons in this position direct all administrative and program activities of the Juvenile Court Services Department., including oversight of daily operations, development and implementation of policy and procedures, budget development, case-flow management and oversight of projects, grants and other responsibilities as required

Persons in this position supervise subordinates in the following functional areas; juvenile probation counselors, civil and dependency program staff, diversion and early intervention counselors and administrative staff. This position carries out supervisory responsibilities in accordance to the organization's policy and applicable laws. Responsibilities include; interviewing, hiring and training employees; planning, assigning, directing and monitoring employees, conducting routine appraisals and addressing complaints and resolving problems.

Minimum qualification and education requirements include:

- A Master's degree from an accredited college or university and five (5) years of progressively responsible experience in court administration or;
- A Bachelor's degree in social science, criminal justice or a related field with six (6) years of progressively responsible experience in a juvenile justice position, juvenile probation, or related work experience
- At least four (4) years of the qualifying experience must be progressively responsible experience in the delivery of court related or probation services; and at least one (1) year experience in supervision of staff professionals

Salary-\$6485.99-\$8716.63 per month

Interested persons may view full job description and apply online via the Jefferson County website at [www.co.jefferson.wa.us](http://www.co.jefferson.wa.us) and may contact the Superior Court Administrator, Sophie Nordstrom @360-385-9395 with any questions