



JOB ANNOUNCEMENT

CHIEF DEPUTY JUVENILE OFFICER (JUVENILE OFFICER III)

12th Circuit Court, Juvenile Division

There is currently an employment opening for a Chief Deputy Juvenile Officer for the 12th Judicial Circuit Court, consisting of Audrain, Montgomery and Warren Counties. The physical location of the Chief Deputy Juvenile Officer will depend upon the candidate selected to fill this position. This is a mid-management level position with potential advancement to the Chief Juvenile Officer position within three years.

Applicants must have a bachelor degree (preferably in criminal justice, juvenile justice, psychology or social work); Masters Degree in these fields is preferred. Applicants must be a least 21 years of age. Experience working with children & families, crisis intervention or law enforcement is helpful, and preferred. Current or prior supervisory experience of a small to medium size office of professional staff is required. Applicant must be properly licensed to operate a motor vehicle, have reliable transportation and be properly insured. Competent communication skills are necessary. Competency with computer data entry and Microsoft Office Word and Excel is required. Knowledge of the Justice Information System (JIS), if preferred, but not required.

Duties are in all fields of juvenile justice. The position requires performance of all the necessary duties and service required by law, the juvenile court and juvenile court supervisors. Rotational Evening and Weekend On-call assignments are included.

The 12th Judicial Circuit Court consists of Audrain, Montgomery and Warren Counties. Employees of the Juvenile Office are subject to transfer between offices based upon needs of the Circuit Court, Juvenile Division.

**** The candidate selected for this position must be willing to relocate to within a 50 miles radius of the Courthouse to which assigned. ****

*Send resume to: Bruce T. McKinnon, Juvenile Officer
Audrain County Courthouse
101 N. Jefferson, Room 303
Mexico, MO. 65265
FAX: (573) 582-7473
EMAIL: Bruce.McKinnon@courts.mo.gov

DEALINE: Resumes must be postmarked, FAXed or Emailed no later than 11:59 pm, June 30, 2017

EQUAL OPPORTUNITY EMPLOYER