

JOB ANNOUNCEMENT

PIMA COUNTY JUVENILE COURT

Court Commissioner



**Salary: \$122,259 annually
Plus Excellent Benefits Package**

PURPOSE: Court commissioners will act in the capacity of Judges Pro Tempore in the course of their regular duties. As such, court commissioners will be permitted to preside over all delinquency and child welfare matters brought before them without restriction.

DUTIES/RESPONSIBILITIES: (Complete job description at address below or email humanresources@pcjcc.pima.gov)

The Court Commissioner will preside over the following:

Child welfare cases, from preliminary protective hearings to jury trials on motions/petitions to terminate parental rights;

Adoptions;

Juvenile justice cases, including delinquency, incorrigibility, and adult transfer petitions

Related family law matters;

Orders of protection and injunctions against harassment;

Mental health commitment petitions;

The Court Commissioner may perform other tasks as authorized in Arizona Statute;

The Court Commissioner may perform other tasks or duties assigned by the Presiding Judge of the Juvenile Court.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of:

- Child welfare process;
- Rules of Evidence and Procedure;
- Justice system, pertinent laws, regulations, and court decision;
- Policies and practices of the judicial system;
- Effective control of the management of a high volume calendar;
- Effective communication, both written and oral;
- Effective relations with multicultural population;

Skill in:

- Ability to work with diverse people to include varied cultures, ethnic, religious beliefs and socioeconomic backgrounds;
- Evaluating complex situations and making decisions;
- Planning, coordinating and directing maintenance and security activities;
- Enlisting and maintaining effective working relationships with others;
- Developing, analyzing and evaluating services;
- Communicating effectively, both written and oral

MINIMUM REQUIREMENTS: Must be a member in good standing with the state bar of Arizona and admitted to the practice of law in Arizona. Must be a resident of the State for five years immediately preceding appointment. Must be at least 30 years of age. Must not have any disciplinary matters pending before the State Bar Disciplinary Board. Must not have any criminal charges pending before any court. Must be a current member in good standing of the Arizona Bar Association. Some positions may require a valid Arizona Class D Driver's License at the time of appointment. **Preference may be given to applicants with experience representing parties in delinquency and/or dependency proceedings; experience participating in substantial collaborative workgroups addressing systems evaluation and improvement; community leadership experience.**

HOW TO APPLY: Open through Friday, January 18, 2008, by 4:30 p.m. Submit an official Pima County Juvenile Court Center (PCJCC) application, resume and cover letter, describing your skills and experience relative to the position under recruitment, to Human Resources Division at 2225 East Ajo Way, Tucson, AZ 85713 or fax to 520-740-2070. Resumes will not be accepted in lieu of the official application but must be submitted in addition to the application. Applications and official announcements can be downloaded via the PCJCC website www.pcjcc.pima.gov or obtained at PCJCC Human Resources.

All positions with the Pima County Juvenile Court Center require satisfactory completion of a criminal background investigation and physical (including drug screening) prior to appointment.

Equal Opportunity Employer