

All applicants must complete an application to be considered - those submitting resumes only will not be considered.



Circuit Court Of Jackson County, Missouri

Vacant Position

Date: 07/25/2014

Posting No.: 075

Position Title:	Deputy Juvenile Officer	Position No.:	9645
Department:	Office of Juvenile Officer - Case Assessment Unit - Screening		
Work Location:	625 E. 26th Street - Kansas City MO		
Work Hours:	8:30 a.m. - 5:00 p.m. Monday thru Friday ; Occasional weekends, evenings and Holidays		
Salary:	County Paid Position - Non-exempt Grade C 6 - \$15.71 Hourly		

Salary Range For Internal/Rehire Applicants: \$15.03 - \$23.09 Hourly

Application for Employment may be obtained in Human Resources, 415 East Twelfth Street, 10th Floor, Kansas City, MO 64106 or at the Web Address: www.16thcircuit.org. Fax No.: 816-881-3229. E-Mail Address: Jobs.16thCircuit@courts.mo.gov Employment Specialist: **Gail Cox**. Information regarding job vacancies may also be obtained by calling the **Job Information Line at 816/881-3470**. Applicants for clerical positions which require skill testing must be tested for consideration. ALL CURRENT EMPLOYEES APPLYING FOR THESE POSITIONS MUST SUBMIT AN INTERNAL APPLICATION FORM TO HUMAN RESOURCES.

Applications must be received by Human Resources no later than 05:00 PM on 08/08/2014

GENERAL DUTIES AND EXAMPLES OF WORK:

To screen, assess, and determine the placement and rehabilitation needs of youth and families during the investigatory stage of their Court involvement and to develop treatment plans and make recommendations to the Judiciary for disposition on delinquency and non-delinquency matters. Assess and determine the rehabilitative needs of youth and families through various methods, such as personal interviews, case history investigation and review of various records such as mental health or school, results of psychological and psychiatric tests and evaluations and consultation with professional sources; make initial determinations regarding detention, referral or release of youth; maintain regular and frequent contact with youth and parents/guardians to provide supervision, and to monitor behavior and compliance with court orders; meet with youth and families referred for diversion and determine rehabilitative needs; screen youth presented to Detention to determine placement utilizing applicable screening forms and advise youth and parents/guardians of placement determination; assess amenability to treatment for certification of youth through various methods and consultation. Compile, organize, and update case history files for accurate representation of youth and family background, behavior and other relative information; submit reports to the proper authority in advance of court hearings; consult with school officials, and other community service providers regarding at-risk youth and obtain relevant records; monitor youth placed in non-court institutions to ensure appropriate care, treatment and services; compile and submit all paperwork relevant to initial screening and intake of youth. attend interrogations of youth by law enforcement personnel and inform youth of Miranda rights. Attends court and makes recommendations regarding youth; meet with parents/attorneys. Attend and participate in various work-related meetings and training courses.

MINIMUM EDUCATION AND EXPERIENCE:

Bachelor's degree in a Behavioral or Social Science, Criminal Justice or other directly-related field. Some work experience in the same or closely related field is required; experience can be from internships, practicums, or employment and must have required the use of social work or psychological principles and techniques to effect behavioral change. Some experience with the intake and assessment of issues affecting at-risk youth is preferred. Knowledge of various counseling and treatment modalities; knowledge of adolescent behavior; patience and ability to relate in a positive fashion to youth and families from a variety of cultural economic and ethnic backgrounds; ability to supervise, motivate and counsel adolescents with behavioral problems, and their families; ability to formulate and implement appropriate treatment plans; ability to communicate effectively, both orally and in writing, and to prepare clear, complete and logical reports; ability to establish and maintain effective working relationships; ability to organize and prioritize responsibilities; ability to project a positive role model; ability to operate a vehicle in a safe and prudent manner. Patience and ability to relate in a positive fashion to youth and families from a variety of cultural economic and ethnic backgrounds; ability to supervise, motivate and counsel adolescents with behavioral problems, and their families; ability to formulate and implement appropriate treatment plans; ability to communicate effectively, both orally and in writing, and to prepare clear, complete and logical reports; ability to establish and maintain effective working relationships; ability to organize and prioritize responsibilities; ability to project a positive role model; ability to operate a vehicle in a safe and prudent manner. Valid drivers license from state of residence. If driving non-court vehicle for Court business, must have auto liability insurance and properly licensed and reliable vehicle. All applicants for this position are subject to testing for illegal drug use prior to appointment. Employees in this position are subject to random and reasonable suspicion testing for illegal drug use.

THE COURT IS AN EQUAL OPPORTUNITY EMPLOYER