

*Vacant*  
Court Services Administrator

Jeff Hall  
Chief Juvenile Officer

Garla Mills  
Director of Residential Services

Misty Goings  
Detention Superintendent

Wendy Potter  
Director of Clerical Services



## STATE OF MISSOURI

Second Judicial Circuit  
Juvenile Division  
[www.juvenilecircuit2.org](http://www.juvenilecircuit2.org)

Russell E. Steele  
Presiding Circuit Judge

Adair County  
1400 South Boundary  
Kirksville, MO 63501  
660-665-4224

Knox County  
P.O. Box 116  
Edina, MO 63537  
660-397-3559

Lewis County  
P.O. Box 117  
Monticello, MO 63457  
573-767-5210

## Job Announcement

A010215RES-37

**Position:** Case Manager/Juvenile Officer II

**Description:** The Second Judicial Circuit, Juvenile Division is seeking applications to fill the position of Case Manager/Juvenile Officer II at the Normile Family Center. An employee in this position is expected to exercise supervision and deliver services to residents within the Normile Family Center. Hours vary, including nights and weekends.

**Salary/Benefits:** Probationary pay of \$36,204.00 annually and then \$36,888.00 annually following successful completion of 6 month probationary employment period. This position is regulated by Missouri State court classification of Juvenile Officer II and all applicable state benefits will apply.

**Qualifications:** Position requires graduation from a four year college or university with a degree in Criminal Justice Administration, Criminology, Psychology, Sociology, Social Work or related field and two years of experience as a Juvenile Officer I or equivalent or professional employment in a public or private agency involving substantial amount of time (over 50%) in the delivery of protective services to families, adults, children or the aged. Education above the minimum stated may be substituted on a year for year basis for the required general experience; experience above the minimum stated may be substituted on a year for year basis for the required education.

**Application:** Applications may be picked up and returned to the Bruce Normile Juvenile Justice Center, 1400 South Boundary Street, Kirksville, MO 63501. Applications may also be obtained and submitted at [www.juvenilecircuit2.org](http://www.juvenilecircuit2.org). Applications should be accompanied by a resume and will be accepted until Wednesday, February 25, 2015 at 5:00 PM.

**The Second Judicial Circuit Court of Missouri is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the court will provide reasonable accommodations to qualified individuals with disabilities.**