

Patrick Williams  
Court Services Administrator

Jeff Hall  
Chief Juvenile Officer

Diana Shields  
Interim 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 A08282017RES-107

**Position:** Shift Supervisor/Juvenile Officer I - Residential Unit

**Description:** The Second Judicial Circuit Court, Juvenile Division is seeking applicants to fill the position of Shift Supervisor/Juvenile Officer I at the Bruce Normile Juvenile Justice Center, Kirksville, MO. Duties will include but not limited to the responsibility for safety, personal conduct, and care of juveniles. An employee in this position will be expected to exercise considerable judgment and discretion and will supervise Detention Aides in the performance of duties in accordance with detention procedures and will be available for monthly on-call responsibilities.

**Salary/Wages:** Probationary pay of \$33,276.00 annually, \$33,840.00 annually following successful completion of 6 month probationary employment period. This position is regulated by Missouri State Court classification of Juvenile Officer I 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. 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 may be substituted on a year basis for the required education.

**Application:** Applications may be picked up and returned to the Bruce Normile Juvenile Justice Center, 1400 S. Boundary, Kirksville, MO 63501. Applications may also be obtained at [www.juvenilecircuit2.org](http://www.juvenilecircuit2.org). Applications should be accompanied by resume and will be accepted until Friday, September 8, 2017.

**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.**