**OFFICE OF THE JUVENILE OFFICER**

33rd Judicial Circuit of Missouri

Scott & Mississippi Counties

805 N. Main

Sikeston, MO 63801

Phone: (573) 472-2554 x 7

Email: phillip.warren@courts.mo.gov

Website: [www.33juvenile.com](http://www.33juvenile.com)

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**JOB ANNOUNCEMENT**

**Two Juvenile Officer Positions**

**Job Title:** The 33rd Judicial Circuit, Juvenile Division is seeking qualified applicants for two Juvenile Officer positions. The 33rd Circuit encompasses Scott and Mississippi Counties. Both positions are budgeted for Juvenile Officer II classifications, however, depending on experience and qualifications, the positions could start out as a Juvenile Officer I.

**Salary Range:** $34,272.00 - $38,028.00

**Application Process:** Resumes are to be submitted to 33rd Circuit Juvenile Office, 805 N. Main, Sikeston, MO 63801 or emailed to Phillip.Warren@courts.mo.gov. Interested applicants may call 573-472-2554 ext. 7 to inquire for more specific information.

**Description of Duties:** Knowledge of juvenile courts and procedures, statutes and laws regarding juvenile cases, personal computers and software. Ability to apprehend and detain alleged juvenile offenders, prepare motions, petitions and other legal documents for each juvenile on caseload. Ability to handle potentially hostile situations with a juvenile and family regarding a referral. Duty assignments, department assignments and changes in assignments are at the discretion of the supervisors. On-call assignments are included.

**Minimum Qualifications:**  Applicants must be at least 21 years of age having satisfactorily completed four years of college education with a major 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% time) in the delivery of protective services to families, adults, children or the aged may be substituted on a year for year basis for the required education. Applicants must be properly licensed to operate a motor vehicle, have reliable transportation and be properly insured. Competent communication skills are necessary. Applicants for Juvenile Officer II must have two years’ experience as a Juvenile Officer I or equivalent.

**The 33rd Judicial Circuit is an Equal Opportunity Employer.**

**APPLICATION DEADLINE: JULY 31, 2021**

Date Posted: July 13, 2021