



State of Missouri

## Forty-Fourth Judicial Circuit Court

JUVENILE DIVISION  
P.O. BOX 390 • MOUNTAIN GROVE, MISSOURI 65711  
PHONE 417-926-3129 • FAX 417-926-6239

### JOB ANNOUNCEMENT January 15, 2025 44<sup>TH</sup> JUDICIAL CIRCUIT

**Craig Carter**  
Circuit Judge

**Marla Solomon**  
Chief Juvenile Officer

**Rose Hiler**  
Chief Deputy  
Juvenile Officer

**Courtney Smith**  
Deputy Juvenile Officer

**Jeannette Higby**  
Administrative Assistant

**Fallon Givans**  
Director of Detention

**JOB TITLE:** DEPUTY JUVENILE OFFICER (Juvenile Officer I Intensive Probation)  
**LOCATION:** The 44<sup>th</sup> Circuit Consists of Douglas, Ozark, and Wright Counties. Base is in Mountain Grove, Wright County, Missouri.

**FULL TIME POSITION:** 40 HOURS WEEKLY - **STARTING SALARY:** \$37,287.00

**DESCRIPTION OF DUTIES:** An employee in this position is vested with the statutory authority of a juvenile officer to take charge of children who come under the jurisdiction of the juvenile court and will work with Law Enforcement, Children's Division, schools and the community on juvenile related matters. The position is located in Mountain Grove, MO serving Douglas, Ozark, and Wright Counties. Knowledge of juvenile courts and procedures, statues, 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. On-call Assignments. Ability to handle potentially hostile situations with a juvenile and family regarding a referral.

**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. Applicant for Juvenile Officer II must have two years' experience as a Juvenile Officer I or equivalent.

**APPLICATION PROCESS:** Submit a resume and cover letter to the 44<sup>th</sup> Circuit Juvenile Office, Attn: Marla Solomon, PO BOX 390, Mountain Grove, MO 65711 or **email to [Marla.Solomon@courts.mo.gov](mailto:Marla.Solomon@courts.mo.gov)**

The 44<sup>th</sup> Judicial Circuit is an Equal Opportunity Employer