

NORTH DAKOTA COURT SYSTEM



JUVENILE COURT OFFICER

The Juvenile Court Officer career ladder series begins with the entry level position of a Juvenile Court Officer I and in two years an incumbent is eligible to advance to the full performance position of a Juvenile Court Office II.

THE IDEAL CANDIDATE

If you have the ability to relate to children and want to play an integral role in performing case management and probation services for the court involving delinquent children, this opportunity may be right for you. This is a career ladder position with potential for advancement to the level II position.

- Easily engages and communicates with others orally and in writing.
- Demonstrates an ability to work with all types of people and build strong relationships.
- Effectively plans, organizes and implements case plans and utilizes resources and services in connection with case plans, addressing areas of community protection, competency development and accountability.
- Thoroughly analyzes and reviews case issues and materials to make recommendations and fair and impartial decisions.
- Enjoys interviewing, investigating and preparing and maintaining detailed reports and case notes.
- Finds it rewarding to be highly dependable.

JUVENILE COURT OFFICER I

The Juvenile Court Officer I is responsible for performing case management and probation services involving delinquent children. Investigates the background of delinquent children in order to assist the court in determining the most appropriate disposition of each case. Develops and implements case plans with assigned children, addressing areas of community protection, competency development and accountability.

JUVENILE COURT OFFICER II

In addition, the Juvenile Court Officer II administers risk and needs assessments, mental health assessments, trauma checklists and other assessments as needed. Assignments include more challenging cases such as intensive supervision or juvenile drug court, as well as review and case processing of child in need of protection cases.

MINIMUM QUALIFICATIONS

Bachelor's Degree. Any combination of education, training, or experience which demonstrates the ability to successfully complete the major responsibilities and essential functions may be substituted for the degree requirement.

POSITION TYPE/SALARY

Full-Time Position with a Monthly Salary Based on Career Ladder
\$5,955 (Juvenile Court Officer I) ~ \$6,661 (Juvenile Court Officer II)

PROMOTIONAL OPPORTUNITIES

- Juvenile Court Officer II
- Juvenile Court Supervisor
- Director of Juvenile Court Services
- Deputy Court Administrator
- Unit Court Administrator
- Deputy State Court Administrator
- State Court Administrator

EDUCATION REIMBURSEMENT

- 100% for courses directly related to current position
- 80% for courses required toward the degree recommended in the position's career ladder
- \$15,000 lifetime maximum

JOB INTEREST FORM



DISCOVER MORE OR APPLY

