



**Montgomery County Common Pleas Court  
Juvenile Division**

380 West Second Street  
Dayton, Ohio 45422-4240  
(937) 225-4141  
Fax (937) 496-7270

**NOTICE OF VACANCY: EDUCATION UNIT SUPERVISOR – FULL-TIME**

**Notice Issued** July 16, 2021  
**Posting Period** July 16, 2021 – July 30, 2021  
**Department** Intervention Center (Education Unit)

**DISTINGUISHING JOB CHARACTERISTICS**

Provides leadership within the Education Unit in the development of a shared vision that promotes and strengthens both the department and Court's vision. Oversees daily operations of the Education Unit within the Intervention Center. Supervises staff in the Education Unit, develops policies/procedures, ongoing program development, and ensures clients are receiving quality case management. Knowledge of the State of Ohio Compulsory Education laws, specifically HB410 and other attendance laws. Serves as a department and Court resource in this specialized area focusing on school attendance, performance and educational programming assistance. Works closely with school representatives, Judge/Magistrate and community providers. Serves on committees, conducts meetings, trainings, unit activities and presentations as required. This position is grant funded by the Department of Youth Services. The traditional schedule for this position is weekdays, 8:30am-4:30pm, with one late night per week.

**QUALIFICATIONS**

Master's Degree with a minimum of five years related experience preferred. Bachelor's Degree with ten years of experience working with adults and/or juveniles may be substituted for a Master's Degree. Knowledge of the State of Ohio Compulsory Education laws, specifically HB410 and other related attendance laws. Licensed Social Worker and/or education background preferred. Ability to pass a criminal background check. Ability to document identity and employment eligibility within three (3) days of original appointment as a condition of employment in compliance with Immigration Reform and Control Act requirements.

**Position Location** 380 West Second Street, Dayton, Ohio

**Salary:** \$24.25 hourly

Applications will be accepted until 4:00 p.m. on the last day of the posting date.

Interested candidates may apply online at <http://www.mcjcoho.org/job-openings/>

Human Resources, Montgomery County Juvenile Court, 380 W. Second Street, Dayton, OH 45422

**AN EQUAL OPPORTUNITY EMPLOYER**