



## Montgomery County Juvenile Court

*Judge Anthony Capizzi*

*Judge Helen Wallace*

*Court Administrator Eric Shafer*



**Job Title:** Work Detail Coordinator

**Department:** Probation

**Posting Issued:** October 4, 2022

**Posting Closing:** Until Filled

**Position Location:** 3501 Merrimac Ave Dayton, Ohio 45405

**Job Type:** Part-time

**Salary:** \$14.48/hr.

**Shift:** 1<sup>st</sup> & 2<sup>nd</sup>

### **DISTINGUISHING JOB CHARACTERISTICS**

This position supervises and works with juveniles, ages 12-19, at work sites. Monitors and reports youth's participation. Provides instruction and direction to youths involved in work details such as flyer distribution, serving food to those in need, picking up and bagging trash, and other general maintenance tasks.

**“In this position, you are an At-Will Employee serving at the pleasure of the Administrative Judge.”**

### **QUALIFICATIONS**

High school Degree, GED or equivalent and demonstrate ability to learn job requirements. Experience with at risk youth preferred. Must have valid driver's license and proof of insurance. Ability to pass a criminal background check.

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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.

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**