



## Montgomery County Juvenile Court

Judge Helen Wallace  
Judge Julie Bruns  
Court Administrator Eric Shafer



**Job Title:** Education Unit Supervisor

**Department:** Intervention

**Posting Issued:** March 7, 2023

**Posting Closing:** Until Filled

**Position Location:** 380 W. 2<sup>nd</sup> St Dayton, OH 45422

**Job Type:** Full-time

**Salary:** \$25.22/hr

**Shift:** 1st

### **BENEFITS**

**Insurance:** Comprehensive Health, Dental, and Vision Insurance; \$60,000 in basic life and AD&D coverage;

**Paid Time Off:** Paid Vacation, Sick Leave and Personal Leave;

**Retirement:** Employer contribution to the Ohio Public Employees Retirement System (OPERS); Voluntary Deferred Compensation Plans offered.

**Other:** Tuition Reimbursement

### **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 ensure clients are receiving quality case management. 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/Magistrates and community providers. Coordinates and facilitates unit activities. Serves on committees, conducts meetings, trainings and presentations as required.

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

### **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.

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.

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**