



Lorain County Domestic Relations Court

Job Posting

Classification Title:

FLSA Status: Non-exempt
Exemption Type: N/A
Civil Service Status: Unclassified
Position Grade: J15
Opening date: July 5, 2023

Program Coordinator

Employment Status: Full-time
Reports To: Chief Probation Officer
Division: Juvenile Probation
Starting Rate: \$21.00/hr. (\$43,680.00)
Closing date: Open until filled

DISTINGUISHING JOB CHARACTERISTICS

Responsible for the oversight and recertification of current and future Specialized Docket Programs. Identifies, researches, and creates future Specialized Dockets and specialty court programs under the Domestic Relations Court Judges. Serves as a liaison between judges, Prosecutor, agency staff, treatment team, and program participants. *This is a grant-funded position and is not part of the Court's general operating budget. Ongoing funding for this position is dependent upon the continuation of the grant or external funding resources.*

BENEFITS OF EMPLOYMENT

- Excellent benefits package that includes comprehensive health, dental, vision, prescription, and life insurance policies. Supplemental policies are available for purchase at group rates.
- **Fourteen (14) paid holidays**, vacation and sick time leave accrual and longevity service pay.
- Enrollment in the Ohio Public Employees Retirement System (OPERS) with 14% annual employer contribution and Deferred Compensation Plans.

WORK HOURS & LOCATION

Monday through Friday – 8:00 am to 4:00 pm

Some scheduling flexibility, including evening hours, may be required
Lorain County Justice Center, 225 Court St., 2nd Floor, Elyria, OH 44035

JOB RELATED REQUIREMENTS:

- Bachelor's degree in social work, criminal justice, or other closely related field.
- Valid driver's license and proof of insurance. Must be eligible to drive under the county commissioner's Driver/ Vehicle Risk Reduction Program.
- Satisfactory criminal history check.
- Mandatory Drug/Alcohol Screening.

Download application at <https://www.lcdrc.org/employment/>

Please email completed application to tim.weitzel@lcfct.org

Tim Weitzel, Juvenile Court Administrator,
Lorain County Justice Center, 225 Court Street, 4th Floor, Elyria, Ohio

LORAIN COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER AND WILL MAKE REASONABLE
ACCOMMODATIONS TO QUALIFIED APPLICANTS WITH DISABILITIES