

MUSKINGUM COUNTY POSITION OPENING ANNOUNCEMENT

DATE: DECEMBER 5, 2023 (updated)

DEPARTMENT: PROSECUTORS OFFICE

POSITION TITLE: ASSISTANT PROSECUTING ATTORNEY – JUVENILE DIVISION

STATUS: FULL TIME (35 hours per week)
Monday – Friday 8:30 AM – 4:30 PM

SALARY RANGE: STARTING MINIMUM SALARY: \$64,000
UPWARD ADJUSTMENT COMMENSURATE WITH EXPERIENCE
AND QUALIFICATIONS
SIGNING AND/OR RELOCATION BONUS NEGOTIABLE

DEADLINE: OPEN UNTIL POSITION IS FILLED

QUALIFICATIONS:

- Admission to the Ohio Bar per Section 4705.01 of the Ohio Revised Code
- Strong communication skills
- Ability to pass all pre-employment screenings.

JOB SUMMARY:

The juvenile delinquency division seeks to protect the community by holding juveniles who commit crimes accountable and advocating for rehabilitation when appropriate. This position requires managing juvenile delinquency cases from their intake to final disposition as well as working closely with law enforcement, victims of crime, defense attorneys, and court personnel. Duties include reviewing law enforcement reports and determining charges, researching legal issues and drafting motions or other memoranda, negotiating with defense counsel, representing the State of Ohio at detention hearings, arraignments, pre-trial conferences, trials, and dispositional hearings including presenting arguments and evidence to the Court. Assisting attorneys within the other divisions of the office will occur from time to time which includes but is not limited to working with Child Protective Services on abuse, neglect, and dependency cases.

Attends meetings, conferences, workshops, and other training sessions as needed. Performs other duties and/or special projects as assigned.

If interested, send completed Cover Letter, Application and Resume to:

**ATTN: RON WELCH, PROSECUTING ATTORNEY
MUSKINGUM COUNTY PROSECUTING ATTORNEY'S OFFICE
27 N. 5th STREET, STE 201
ZANESVILLE, OH 43701
EMAIL: RLWELCH@MUSKINGUMCOUNTY.ORG**

EOE

Welcome to the Muskingum County Prosecutor's Office

About Us:

At the Muskingum County Prosecutor's Office, we hold high not only our commitment to justice but also our unwavering dedication to our work-family balance. Our team includes 12 accomplished attorneys and 16 dedicated support staff members. We work collaboratively to uphold justice, protect our community, and support each other in all aspects of our professional and personal lives.

Our Values:

- 1. Family-Centric Culture:** Family is at the core of who we are. We foster a close-knit, supportive atmosphere where everyone feels like they belong. We understand that life happens, and when special circumstances arise, we offer the grace and flexibility needed to navigate through them.
- 2. Balanced Work Environment:** While our work is often high-pressure and fast-paced, we believe in striking a balance. Our work environment provides a welcoming atmosphere where everyone can thrive.
- 3. Transparency:** When you join our team, you can expect a clear and transparent explanation of your duties and responsibilities, as well as your path for advancement. We believe that open communication is key to success and personal growth.
- 4. Mentorship:** We value the growth and development of our team members. As part of our commitment to mentorship, experienced colleagues are willing and available to provide guidance and support.

Join Us:

If you are passionate about the pursuit of justice, value a supportive work environment, and seek opportunities for personal and professional growth, we invite you to consider joining our close-knit family at the Muskingum County Prosecutor's Office.