

RECRUITMENT NOTICE



VERMONT COURT SYSTEM

JUDICIAL MASTER

A full-time permanent opening exists for a Judicial Master located in Chittenden-Franklin Counties VT. Occasional travel to other locations throughout the state may be required. Private means of transportation is necessary. Travel will be reimbursed according to reimbursement policies of the State of Vermont. This is a Judicial Branch position. Job Code #19036

PURPOSE:

The Judicial Master will oversee Juvenile proceedings as approved by the presiding judge, to assure compliance with existing court orders, attendance and participation in substance abuse counseling, including the implementation of proven treatment court concepts of early intervention and judicial monitoring, mental health, and other court-ordered counseling; compliance with and modification of parent-child contact; to act as the administrative body to conduct permanency hearings pursuant to 33 V.S.A. § 5321(g) unless a contested permanency hearing becomes necessary; and will assist in the screening, identification, prioritization and overall case management of CHINS cases. The Judicial Master will meet as frequently as necessary with parents to monitor and measure progress in the course of the above proceedings. The Master shall not have the authority to hear temporary care hearings, requests for juvenile protective orders, or hearings on the merits, or to conduct disposition hearings.

The Judicial Master will encourage parents to follow case plans and to remain engaged in treatment, and to that end conduct proceedings including, but not limited to parent-child contact, status conferences, screening cases for mediation or restorative processes such as family group conferencing and preliminary proceedings.

ESSENTIAL JOB FUNCTIONS:

- Ensure that court proceedings are conducted in an atmosphere that promotes fairness and the perception of fairness;
- Treat litigants, lawyers, GAL's and other participants with courtesy and respect;
- Partner with treatment services resources to create a coordinated, comprehensive and intensive supervision and treatment of high need individuals;
- Create accountability by monitoring and enforcing adherence to existing court orders across multiple counties in Vermont.
- Apply national best practices standards for a treatment-oriented model;
- Manage the flow of litigation and the pace of courtroom proceedings efficiently and effectively;
- Hear abuse and neglect of children cases as authorized;
- Adjudicate complicated and emotionally fraught parent/child contact issues.

Authority:

- The above statements provide the general nature and level of work performed by employees of this classification. It is not intended to be an exhaustive list of all the responsibilities, duties and skills required of this classification.
- Performs related duties as required.

MINIMUM QUALIFICATIONS, JOB SKILLS AND ABILITIES:

Must be licensed to practice law in the State of Vermont. A minimum of five years' experience in family, juvenile, and related criminal law.

This position entails the operation of various types of electronic equipment, and new equipment may be introduced at any time. Candidates should be comfortable with desktop computer applications and have basic proficiency with Microsoft Office in a Windows environment.

Prefer prior experience with cases involving families impacted by issues of substance abuse and mental health.

The Judicial Master is held to established criteria and standards for judicial officers described in 4 V.S.A. 601 (d) which include, but are not necessarily limited to, such factors as integrity, legal knowledge and ability, judicial temperament, impartiality, health, experience, diligence, administrative and communicative skills, social consciousness, and public service. Consideration is given to the nature and extent of training, practice and experience. Subject to the Code of Judicial Conduct. (4 V.S.A. §1104.)