



## **Ninth Judicial Circuit Court of Florida**

### ***Vacancy Announcement***

### **Parenting Coordinator**

The Ninth Judicial Circuit Court is a progressive trial court in Central Florida where employees make a difference. Our team of court professionals is richly diverse, with unique perspectives and ideas. We encourage teamwork and individual contribution and pride ourselves on changing attitudes and doing things better. We're always interested in dynamic individuals who enjoy innovation, new ideas and the opportunity to serve others while leading the way to the court of tomorrow.

#### **Position details**

**Position #:** 8909

**Closing date:** Open until filled

**Education:** Bachelor's Degree

**Type:** Full -Time

**FLSA:** Exempt

**Shift:** Day

**Salary:** \$27.80/HR

**Location:** Orlando, FL

**Relocation:** Not Available

To apply: <https://ninthcircuit.org/about/careers/parenting-coordinator>

#### **Position description**

This position is responsible for coordinating and supervising the Parenting Coordination Program for the Ninth Judicial Circuit. This includes processing referrals and inquiries, maintaining appropriate forms, and fostering communication and planning, including coordination of services with contractors who provide parenting coordination. This position will also provide mediation case management services, including but not limited to, family and county cases.

Must maintain a list of qualified parenting coordinators and continuing education. This position also assists the Alternative Dispute Resolution Director with conducting any necessary training for the judiciary, mediators, community partners, and court staff. Maintaining monthly data for statistics tracking referrals, participation, and case closures is also required.

Bachelor's degree in social work, psychology, conflict resolution, legal studies, or closely related field preferred. Experience working with high conflict population plus two years of program management and training experience. Additional relevant education may substitute for the recommended experience on a year-for-year basis. Experience in parenting coordination and juvenile dependency court desirable.

**Position will be located at, Alternative Dispute Resolution Offices: 105 E. Robinson, Orlando, FL, 32801. Full time position with excellent benefits. Orange County funded, \$27.80 an hour.**

### **Equal opportunity employer**

The Ninth Judicial Circuit Court is an equal opportunity employer. We do not discriminate on the basis of race, religion, color, sex, age, national origin, or disability. Persons with a disability needing an accommodation for the application/selection process should notify Human Resources (407) 836-2261 prior to the application deadline. If you are hearing or voice impaired, call 711.

### **Benefits**

The Ninth Circuit is a unique organization, rich with diversity and unlimited opportunity. Depending on certain circumstances, OPS employees may also be eligible for:

- Affordable Health Benefits
- Optional Vision, Dental, Life and Supplemental Insurance
- Multiple Deferred Compensation Options
- Tax Favored Spending Accounts
- Employee Assistance Support
- Ongoing Training and Growth Opportunities