



Nineteenth Judicial Circuit of Florida

Serving Indian River, Martin, Okeechobee, and St Lucie Counties

Administrative Office of the Courts

JOB ANNOUNCEMENT

July 1, 2024

(Re-advertisement)

POSITION: Hearing Officer - Position Number #010824

LOCATION: St. Lucie County Courthouse, Fort Pierce, Florida
Position also travels to other locations within the Judicial Circuit.

SALARY: \$96,557.06 annually
Full-time; benefits package available; FRS Retirement

EFFECTIVE DATE: Immediately

General Description

The essential function of the position is to conduct hearings and make determinations on child support matters referred for hearing by family court judges. The position is responsible for setting referred cases for hearing, conducting hearings, making determinations on cases, and preparing reports and recommendations with accompanying orders for the referring judge's signature. The position works independently, reporting major activities through periodic meetings to the Trial Court Administrator.

Education, Experience, Certifications and Special Requirements

Education - Juris Doctor degree from an accredited law school required.

Experience - Five years of related work experience in the practice of law. Additional relevant education may substitute for the recommended experience on a year-for-year basis.

Certification and Special Requirements - Requires membership in *Good Standing* in The Florida Bar. Valid Florida State Driver's License required.

How to Apply

Applicants should email a **complete** application package of the following materials to HR@circuit19.org

1. Cover letter and resume
2. Three writing samples from within the past two years.
3. State of Florida Application - visit www.circuit19.org/about-courts/employment-opportunities to download the application.

Application deadline: Open until filled.

The State of Florida is an Equal Opportunity Employer/Affirmative Action Employer and does not tolerate discrimination or violence in the workplace. Also, the State of Florida supports a Drug-Free workplace. All employees are subject to reasonable suspicion drug testing in accordance with Section 112.0455, F.S., Drug-Free Workplace Act.

If you are a person with a disability who requires a special accommodation to participate in the application/selection process, please call the Human Resources Department at (772) 807-4370 (option 6)