

Drug Court Administrator

The 11th Judicial Circuit is seeking applications for the position of Drug Court Administrator. The Drug Court Administrator will work under the direct supervision of the Drug Court Judge and will be responsible for managing and coordinating all activities associated with the Circuit's Adult Drug Court. The average daily population of this Drug Court is 200 and is funded through Federal and State grants and participant fees. Required qualifications include graduation from a four year college or university with major course in criminal justice administration, public or private business administration, sociology, psychology, or a related field, and three years of responsible professional experience in management or administration or a masters degree in court administration, public administration, or criminal justice and one year responsible professional experience in management or administration.

Mail or e-mail resume to Kathy Randazzo, H.R. Coordinator, St. Charles Circuit Court, 300 North Second St., Rm 500, St. Charles, MO. 63301.

E-mail: kathleen.randazzo@courts.mo.gov.

Salary: \$44,220 (not negotiable).

Application deadline: 5 p.m., Nov. 1, 2010.