

**EIGHTH JUDICIAL CIRCUIT
GENERAL MAGISTRATE**

Distinguishing Characteristics of Work:

This position may address: Baker Act/Marchman Act hearings, Adult Protection Cases, Medical/Psychiatric Treatment Permission Cases, Active Dependency Arraignments, Review routine case plans, performance/compliance contracts, Case Management of same; and other quasi-judicial functions as directed by the Court. Ability to work with litigants, in stressful situations, as well as attorneys, various medical professionals, public/private agency representatives, and family representatives who are active participants in the various court proceedings referenced above. This is a full-time position with work throughout the circuit.

Note: For restrictions on continued practice of law, please access/read: Florida Supreme Court Judicial Ethics Advisory Committee Opinions: 92-48; 95-8; 95-23; 97-23; 98-12; 98-22; 98-23; 00-32; 00-36; 02-03; and 02-06; among others.

Education and Training Guidelines:

Graduation from an accredited law school, membership in the Florida Bar and at least five (5) years of progressively responsible experience in the practice of law, including extensive experience in, and significant history of practice in family, dependency, and mental health court.

Knowledge, Skills and Abilities:

Ability to apply Florida Statutes, Rules of Evidence, Civil, Family and Criminal Rules of Procedure, Juvenile Rules, as well as continued familiarity with evolving case law concerning each of the substantive areas to be heard by the General Magistrate. Knowledge of and ability to rule upon questions involving mental health, civil, and family law and procedures, and all evidentiary matters associated therein. Ability to communicate clearly, orally and in writing. Significant and proven case management, order production/distribution abilities; and excellent office management/administrative skills.

A State of Florida job application and verification of required education (i.e. copy of college degree/transcripts) is required. Please send to Ms. Jan Phillips, Human Resources Manager, Alachua County Family & Civil Justice Center, 201 E. University Avenue, Room 410, Gainesville, FL 32601. For special accommodations to participate in the selection process, please call 352-337-6237 (Office & TDD). Starting salary is \$73,795.08/annually (hiring at base only) **pending state budget approval**. The successful applicant will be subject to a criminal background check. **Position open until filled.**