

Position Open Until Filled

First Review Date:
May 22, 2009

Arizona offers beautiful weather year-round. While Central Arizonans are enjoying sunny weather with cool breezes in January, folks in Northern Arizona might be swooshing down the state's ski slopes. In the summer, Southern Arizonans could be sunbathing, while people in North-Central Arizona might slip on sweaters and enjoy the crisp night air.



ARIZONA SUPREME COURT

Administrative Office of the Courts

Recruitment Announcement

DIVISION DIRECTOR

Education Services

The Education Services Division is responsible for maintaining a statewide system of judicial education and overseeing compliance with judicial education standards. This is accomplished by managing funding for statewide and local training; maintaining a resource pool of faculty; coordinating a network of 100 training coordinators; managing a reporting process for all judicial personnel; and compiling compliance reports for the Committee on Judicial Education and Training, and the Supreme Court. The division conducts curriculum, program, and faculty development and facilitates curriculum, program and faculty development for other groups. Division staff coordinate seminars, workshops, conferences, videos and teleconferences for judges, probation officers, and 15 identifiable non-judge court system job categories. Annually, the division produces more than 40 programs (conferences, seminars, workshops, broadcasts, and videos) which reach approximately 3,000 participants.



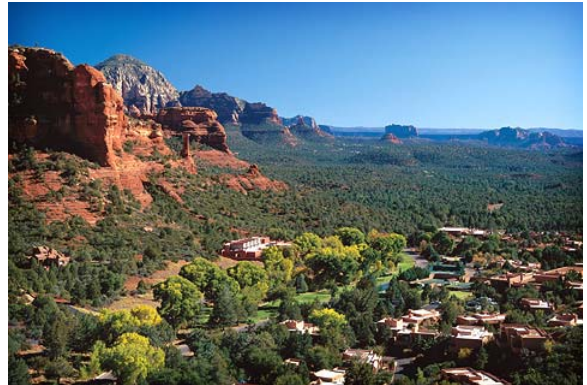
Traditions of innovation and excellence make the Arizona Supreme Court among the most respected in the nation. Our 2005-2010 strategic agenda for the Arizona Judicial Department, "Good to Great", describes five goals: 1) Providing access to swift, fair justice; 2) Protecting children, families and communities; 3) Being accountable; 4) Improving the communication and cooperation with the community; and 5) Serving the public by improving the legal profession. This bold agenda provides the framework for, and focus of, court system efforts to move our justice system from very good to truly great.

ARIZONA SUPREME COURT

Division Director – Education Services

THE POSITION

This senior management position, located within the Administrative Office of the Courts (AOC), Supreme Court of Arizona, provides leadership on statewide Judicial Branch education initiatives and innovations that have made Arizona one of the leaders among states in judicial education. In addition to supporting the work of various Supreme Court education committees, the Education Services Director directs the work of division employees and oversees a budget of over \$2 million. Responsibilities include directing the development and delivery of relevant and innovative educational programs for judicial officers and employees.



QUALIFICATIONS



Bachelor's degree required and Masters' degree preferred in public administration, legal or education-related field. Ten years of judicial education, adult education or court experience, with at least five years of senior level management experience, is required. Demonstrated knowledge of and experience with the application of adult education principles and best practices in the development and delivery of curriculum and educational programs. Excellent leadership, organizational, and communication skills required, along with a demonstrated ability to plan, coordinate, and manage multiple projects simultaneously. Some travel is required.

BENEFITS

The Arizona Supreme Court offers a comprehensive benefits package with choice of medical and dental plans and the flexibility to choose a plan that is best suited for your needs. Benefits include:

- Arizona State Retirement Plan
- Choice of medical plans
- Choice of dental plans
- Vision plan
- Flexible Spending Accounts for day care and medical expenses
- Life and Disability insurance
- 12-25 Days Vacation (annually based on length of service)
- 96 Hours of Sick Leave annually for medical care (accrues without limit)
- 10 Annual Holidays
- Deferred Compensation Plan
- Tuition Reimbursement Assistance



Phoenix Has it All



The Greater Phoenix Area is among the nation's fastest growing regions, consistently recognized for our strong job growth and entrepreneurial environment. Our strategic Southwest location has made the Greater Phoenix Area a choice business and innovation hub with international access for aerospace, high-tech, bioscience, advanced business and sustainable technologies companies. With three major universities in the surrounding locations (Arizona State University, University of Arizona, Northern Arizona University), Phoenix has become a destination to many families in the U.S.

No matter what time of the year you visit Phoenix, you'll find plenty of things to see and do. The Greater Phoenix Area is also home to many professional sports teams and sporting events, including the Phoenix Suns, Arizona Cardinals, Arizona Diamondbacks, Phoenix Coyotes, Phoenix Mercury, NASCAR, and national golf tournaments.



Check out our website at www.supreme.state.az.us/hr to learn more about the Arizona Supreme Court and to see full details regarding this position.

How To Apply

Interested applicants should submit a cover letter, including current salary, and resume to the following email address or fax number: 34688-CS-549@azcourts.hrmdirect.com or 602-452-3562. Please direct questions to James Westmiller at 602-452-3311. Selected applicants will be invited to participate in the interview process. Finalists must undergo a background investigation.

*The Arizona Supreme Court is an
Equal Opportunity Employer*

Compensation

Typical Hiring
Salary Range:
\$87,958—105,549

Contact Us At:

Arizona Supreme Court
Administrative Office of the Courts
Human Resources Department
1501 W. Washington Street
Suite 221
Phoenix, Arizona 85007

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Email: jwestmiller@courts.az.gov