

Sixth Judicial Circuit of Florida

Pasco and Pinellas Counties
Administrative Office of the Courts
Human Resources Department
Tel: 727-453-7165 Email: Careers@jud6.org
14250 49th St. North, Suite J1500
Clearwater, FL 33762

Employment Opportunity **Internal/External Job Posting** **Court Program Specialist II**

Position Number: CTA/C92

Application Deadline: Friday, August 21, 2026 @ 5:00 pm

Starting Annual Salary: \$48,451.26

[Pinellas County Benefits Packet](#)

This is responsible administrative adjudication work processing truancy cases through Teen Court, monitoring progress of juveniles through the program, and supervising evening hearings. Work may also involve conducting juvenile arbitration and/or regular Teen Court hearings. Working relationships are established with program participants, school board personnel, community service agencies, criminal justice agencies, and other court personnel. Work is performed with a large degree of independence and discretion under the supervision of the Senior Court Program Specialist and the Juvenile Diversion Program Director.

This position requires travel within Pinellas County. Remote work is available for most positions with a supervisor's recommendation and no more than two days per week.

Education, Experience, Licenses, Certifications, and Registrations:

- Graduation from an accredited four-year college or university with major coursework in criminal justice, social work, or a related discipline and two years of related experience.
- Experience with the court system, school system, and/or juvenile justice system preferred.

Knowledge, Skills, and Abilities:

- Knowledge of policies and procedures relating to the Juvenile Justice System.
- Knowledge of basic case management techniques.
- Ability to work effectively in a cooperative atmosphere with judges, attorneys, constitutional officers, and administrative staff functioning within a judicial circuit.
- Ability to work under pressure and meet deadlines.

How to Apply: All applications must be submitted through Email: careers@jud6.org or via fax at: 727-453-7166, including a cover letter and resume. **Incomplete applications may not be considered.**

ADA Accommodation: If you require accommodation to participate in the application/selection process, please call the ADA Coordinator at (727) 453-7165. The successful applicant will be required to undergo a criminal background check. The Sixth Judicial Circuit of Florida is an Equal Opportunity Employer.