



## Union County Ohio Magistrate

<b>SALARY</b>	Depends on Qualifications	<b>LOCATION</b>	Marysville, OH
<b>JOB TYPE</b>	Full-Time	<b>JOB NUMBER</b>	00508
<b>OFFICE</b>	Probate & Juvenile Court	<b>OPENING DATE</b>	01/08/2026
<b>CLOSING DATE</b>	2/1/2026 11:59 PM Eastern	<b>WORK SCHEDULE</b>	Monday-Friday: 7:30am-4:30pm
<b>SALARY INFORMATION</b>	Depends on Qualifications		

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### DESCRIPTION

The Union County Probate and Juvenile Judge of the Union County Court of Common Pleas is seeking a qualified and dedicated Magistrate to support the fair, timely, and effective administration of justice. This position plays a vital role in presiding over juvenile court proceedings, applying relevant laws and policies, and ensuring outcomes that best serve the interests of children and families in the community. Under the general supervision of the Common Pleas, Juvenile Court Division Judge, the Magistrate is responsible for adjudication and disposition of juvenile matters; conducting legal research on various topics affecting the court and cases; assisting with development of judicial procedure; and meeting all job safety requirements.

If you are a legal professional and meet the qualifications outlined below, we encourage you to apply for this Magistrate position. Your contributions could make a meaningful and lasting impact within the community.

### QUALIFICATIONS

Must possess a Juris Doctorate degree; must be admitted to practice law in the State of Ohio; must be an attorney of good standing with the Ohio Supreme Court; and must have a minimum of four (4) years of prior practice as an attorney. Must be able to exercise sound judgement and make fair, impartial decisions. Must also have excellent communication skills, with the ability to explain legal concepts clearly to other. Professional demeanor required and the ability to manage a courtroom effectively. Must be able to remain calm and objective in high stress or emotionally charged situations.

**LICENSURE OR CERTIFICATION REQUIREMENTS:** Must be a lawyer in good-standing with the Ohio Supreme Court; must possess a valid Ohio driver's license and maintain insurability under the County's vehicle insurance policy.

**INHERENTLY HAZARDOUS OR PHYSICALLY DEMANDING WORKING CONDITIONS:** The employee may have exposure to chemical compounds found in a typical office environment (e.g. toner, correction fluid, etc.); may be exposed to possible injury due to unclean or unsanitary conditions; may have contact with potentially violent or emotionally

distraught persons; has exposure to hazardous driving conditions; may have to work irregular hours. There may be the potential for allergens.

## ESSENTIAL FUNCTIONS

1. Adjudicate and dispose of juvenile matters and those involving child custody, parenting/companionship time, child support, Title IV-D reports; delinquency, unruly, juvenile traffic offenses, ex parte hearings, juvenile Protection orders; research the law to determine whether the final outcome of a particular case comports with current law; reviews filings and various pleadings for procedural accuracy; draft interim decisions and Court orders; must apply and understand the Ohio Rules of Evidence; must be able to determine the facts of every issue weigh the evidence and rule upon issues within juvenile cases; must review agreed entries for compliance with all Court rules and the Ohio Revised Code.
2. Must also conduct legal research on various topics affecting the Court and cases which are assigned to the magistrates; upon specific research projects assigned to the magistrate.
3. Assist with the development of judicial procedure, policy and practice as to Court proceedings and the management of the Court as directed by the Judge.
4. Must maintain all requires licensures, certifications and remain current on all continuing education requirements.
5. Must meet all job safety requirements and all applicable safety standards that pertain to all essential functions.
6. Demonstrates regular attendance and high work ethic.
7. Must maintain appropriate judicial demeanor at all times.
8. Performs other duties as assigned.

## MINIMUM ACCEPTABLE CHARACTERISTICS

Must have knowledge of County, Department and Division goals and objectives, policies and procedures, personnel rules and regulations, government structure and process, Courtroom procedures; legal terminology; office practices and procedures, and case management.

Must understand and comply with the Ohio Judicial Code, the Ohio Rules of Professional Conduct, Ohio Rules of Superintendence, Ohio Rules of Juvenile Procedure, Ohio juvenile law, the Ohio Revised Code; the Ohio Administrative Code and the Ohio Rules of Evidence.

Must have the ability to work professionally with other attorneys, Court staff, other County officials, general public and all other litigants and remain fair and impartial

Must be able to interpret a wide variety of instructions in written, oral, picture or schedule form; deal with many variables and persons and determine what specific action needs to be taken and/or make recommendations for the same; must be able to recognize unusual or threatening conditions and take appropriate action; apply management principles to solve issues within the Court; must be able to define problems, collect data, establish facts and draw valid conclusions; must understand how to deal with individuals from all walks of life; exercise independent judgment and discretion; compile and prepare various reports and/or opinions; prepare legal decisions; respond to inquiries from the Public and/or other officials; conduct effective interviews; communicate effectively; understand a variety of written and/or verbal communication; comprehend and/or discuss highly abstract materials; work alone on most tasks; must be able to life file boxes; must be able to develop and maintain effective working relationships and must always abide by and perform the job safely.

Union County Ohio

233 W. Sixth Street

Marysville, Ohio, 43040

**Phone**

937-645-3008

**Website**

<https://www.unioncountyohio.gov/>