

# SUPERIOR COURT OF NEW JERSEY

## MONMOUTH VICINAGE

**MARSI L. PERKINS**  
Trial Court Administrator



**TERRY MAPSON-STEED**  
Human Resources Division Manager  
Telephone 732-677-4040

### CONTINUOUS RECRUITMENT UNPAID VOLUNTEER OPPORTUNITY NEW JERSEY JUDICIARY

**POSITION:** **Unpaid Volunteer** **DATE:** June 6, 2008  
Juvenile Conference Committee (JCC)  
Child Placement Review (CPR)  
Municipal Court Mediation  
Supervised Visitation

**LOCATION:** Superior Court of New Jersey, Monmouth Vicinage, Freehold,  
and/or Monmouth Vicinage Probation Division, Ocean Township Office,  
and/or Municipal Complex Asbury Park

#### **POSITION DESCRIPTION**

The Monmouth Vicinage is seeking concerned residents to take part in administering justice and delivering quality court services in the community. Volunteers may serve through a variety of programs designed to engage the public in providing critical services and making important decisions that affect juveniles, families and the community at large. Volunteers assist in reviewing cases and making recommendations for resolution, addressing juvenile delinquency and family matters, and performing administrative support tasks.

**Juvenile Conference Committee (JCC):** JCC members are court appointed citizens who conduct confidential, informal hearings regarding complaints against juveniles who allegedly commit minor acts of delinquency such as; criminal mischief, trespassing, shoplifting, simple assault, and disorderly person's offenses. The JCC makes recommendations to the presiding Family Court Judge which may include counseling, restitution, community work, letters of apology or other sanctions/conditions to help the juvenile become a responsible, law abiding individual. Boards meet on a monthly basis.

**Child Placement Review (CPR):** CPR boards consist of court appointed citizens who monitor the cases of all children who have been placed outside of their homes by the Division of Youth and Family Services (DYFS). Board members collectively review case plans and conduct interviews of involved parties to make recommendations that are in the best interest of the child to the presiding Family Court Judge. Boards meet on a biweekly basis.

**Municipal Court Mediation:** Court appointed volunteers mediate cases between disputing parties in Monmouth Municipal Courts. As a neutral party, a mediator helps citizens discuss the issues and explore options in resolving the dispute themselves. Mediators devote between two and six hours per month.

**Supervised Visitation:** Volunteers monitor visitation sessions between a non-custodial parent and child, when family relations or other mitigating factors deprive a child of a satisfying relationship with a non-custodial parent.

#### **REQUIREMENTS**

- U.S. citizenship is not required: Candidates must be authorized to work according to U.S. Department of Homeland Security, U.S. Citizenship and Immigration Services regulations
- Must be a resident of Monmouth County who is at least eighteen years old
- Must be able to speak, read, and write English; Bilingual skills would be helpful
- Satisfactory results from criminal background check and fingerprint screening
- Good communication and interpersonal skills
- Must abide by the Judiciary Code of Conduct
- Commitment to complete mandated program related training, and to serve for one year

#### **To request an application or additional information, please contact:**

Sharen J. Ramirez, Volunteer/ CDR Coordinator  
Superior Court of New Jersey, Monmouth Vicinage  
71 Monument Park, Freehold, NJ 07728  
E-MAIL: [Sharen.Ramirez@judiciary.state.nj.us](mailto:Sharen.Ramirez@judiciary.state.nj.us)  
Phone: 732-677-4471

THE JUDICIARY OF NEW JERSEY IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER.