

Assistant Prosecuting Attorney



Wayne County
CSEA

Wayne County Child Support is seeking a passionate, self-motivated, and results-oriented Attorney who is dedicated to making a significant impact on the lives of children & families.

Benefits to joining our team:

- Full-time employment
- Impressive benefit package:
 - ❖ Health, vision, dental, life insurance, public retirement
- 11 paid holidays
- Vacation leave
- 15 paid sick leave days/year
- Flexible Schedule
- Leadership and Personal Growth Opportunities
- Pay Range \$61,963.20 to \$96,033.60 a year based upon experience as a licensed attorney in Ohio
- Hybrid remote opportunity after training period

How to apply:

- E-mail cover letter, resume, and application to Shayne.Oehlhof1@jfs.ohio.gov or
- Mail or deliver cover letter, resume, and county application to: Shayne Oehlhof, Director, 428 W. Liberty St, Suite 11, Wooster OH 44691
- County application can be downloaded at <https://www.wayneohio.org/employment-opportunities/>

Wayne County Child Support Enforcement Agency (CSEA) is an Equal Opportunity Employer. Reasonable accommodation is available to all employees and applicants.

Position Responsibilities:

Attends and represents the Child Support Enforcement Agency (CSEA) in matters before the court. Reviews cases and determines legal actions to be taken by CSEA. Prepares various basic and complex legal documents independently. Provides legal advice, consultation, research, and other guidance to CSEA management and staff regarding all matters of child support, medical support and paternity related matters. Prepares and assists management in the preparation, implementation, and training of staff in policy and procedure. Researches databases, reviews federal and state laws, rules, and local procedures to enhance job performance. Remains current on federal, state, and local rules and regulations regarding the child support enforcement program. This position is designated unclassified/exempt from the FLSA.

Minimum Qualifications:

Must possess a Juris Doctor degree. Must be licensed to practice law in the state of Ohio and be a member in good standing with the Supreme Court of Ohio. Applicants must pass FBI/BCI background check prior to employment.

The ideal candidate will have a strong commitment to justice, excellent legal skills, and a genuine desire to advocate for those who need it most. Trial and child support experience is preferred.

Position is open until filled with priority consideration for applications received by Monday, February 3, 2025.

Date posted: January 15, 2025.

We're Hiring!