



Clark County

FAMILY MEDIATION SPECIALIST I/II

SALARY	\$32.77 - \$52.32 Hourly	LOCATION	Clark County - Las Vegas, NV
JOB TYPE	PERMANENT	JOB NUMBER	31143
DEPARTMENT	District Court	OPENING DATE	04/21/2026
CLOSING DATE	5/5/2026 5:01 PM Pacific	MAX NUMBER OF APPLICANTS	250

ABOUT THE POSITION

The Eighth Judicial District Court is seeking qualified candidates for the position of Family Mediation Specialist I/II. The Family Mediation Specialist I/II provides professional services to families involved in child custody disputes at Family Court, such as mediation, child interviews and parent/child observations.

Family Mediation Specialist I - is the entry-level in this specialized, professional series. Initially, under close supervision, incumbents perform the more routine casework duties while learning Court policies, applicable laws, and rules related to the work. As experience is gained, duties become more diversified and the work is performed under more general supervision. This class is alternately staffed with **Family Mediation Specialist II** and incumbents may advance to a higher level after gaining experience and demonstrating proficiency, which meets the qualifications for the higher level class. **Family Mediation Specialist II** - is the experienced level in this specialized, professional series, fully competent to independently perform the full range of assigned duties. This class is distinguished from the Family Mediation Manager in that the latter supervises and manages all family mediation staff and activities for the Court.

FAMILY MEDIATION SPECIALIST I: \$32.77 - 48.43 Hourly

FAMILY MEDIATION SPECIALIST II: \$35.38- 52.32 Hourly

This examination will establish an Open Competitive and Eligibility list to fill current and/or future vacancies that may occur within the next six (6) months at either level or may be extended as needed by District Court Human Resources. Human Resources reserves the right to call only the most qualified applicants to the selection process.

This position is a non-union position and is excluded from membership in the union.

Working Conditions: Work with hostile and uncooperative clients in an emotionally charged situation.

Licensing and Certification: Possession and maintenance of valid Nevada Class C Driver's License.

Background Investigation: Employment is contingent upon successful completion of a background investigation. Periodically after employment background investigations may be conducted.

Citizenship: Candidates must be legally authorized to work in the United States. **Please note,** Clark County does not provide H1B visa sponsorships or transfers for any employment positions.

Pre-Employment Drug Testing: Employment is contingent upon the results of a pre-employment drug examination.

MINIMUM REQUIREMENTS

Family Mediation Specialist I - Juris Doctorate or Master's Degree in Psychology, Social Work, Marriage & Family Therapy, Counseling, or a related behavioral science AND two (2) years of full-time professional experience in social/behavioral services. Professional experience in Alternative Dispute Resolutions, Problem Resolution and previous court experience is desirable.

Family Mediation Specialist II - In addition to the above: Two (2) years of full-time experience in family mediation at a level equivalent to the County's class of Family Mediation Specialist I.

Qualifying education and experience must be clearly documented in the "Education" and "Work Experience" sections of the application. Do not substitute a resume for your application or write "see attached resume" on your application.

Working Conditions: Work with hostile and uncooperative clients in an emotionally charged situation.

Licensing and Certification: Possession and maintenance of valid Nevada Class C Driver's License.

Background Investigation: Employment is contingent upon successful completion of a background investigation. Periodically after employment background investigations may be conducted.

Pre-Employment Drug Testing: Employment is contingent upon the results of a pre-employment drug examination.

EXAMPLES OF DUTIES

- Mediates between parents to facilitate resolution of disputed child custody/visitation issues; assists in preparing legal stipulation and custody agreements for court.
- Interviews children and assesses children's developmental stages and their level of bonding with parents, siblings and others.
- Provides emergency crisis intervention to resolve disputed child custody/visitation issues.
- Conducts initial orientation and educates parents/guardians concerning the mediation process and services with parents referred by the Court.
- Prepares, manages, and completes accurate case notes; manage resolution caseloads within established policies, procedures and laws; writes correspondence and a variety of reports; completes and processes a variety of forms and documents within specific established court deadlines.
- Coordinate and work within the Courts required reporting requirements, scheduling, and timelines; contributes to the efficiency and effectiveness of the unit's service to its customers by offering suggestions and directing or participating as an active member of a work team.
- Uses standard office equipment.
- Drives a personal or County motor vehicle in order to attend meetings.
- Participates in and initiates community education programs and outreach programs.

PHYSICAL DEMANDS

Mobility to work in a typical office, use standard office equipment, and to drive a motor vehicle in order to attend meetings; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, over the telephone, and public speaking. Accommodation may be made for some of these physical demands for otherwise qualified individuals who require and request such accommodation.

Employer

Clark County

Address

500 S. Grand Central Pkwy, 3rd Floor
PO Box 551791
Las Vegas, Nevada, 89155-1791

Phone

(702)455-4565

Website

<http://www.clarkcountynv.gov>