



# FIFTH JUDICIAL DISTRICT COURT

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## CLASS TITLE: Drug Court Facilitator

### BASIC FUNCTION:

Under direction of the Specialty Court Coordinator drug tests participants and maintains compliance with performance objectives, rules and procedures.

**REPRESENTATIVE DUTIES:** *(Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the representative duties).*

1. Collects specimens from drug court clients, in accordance with approved chain of custody procedures.
2. Responsible for performing random curfew checks and breathalyzer tests on drug court participants.
3. Updates the Drug Court Coordinator and Court on clients' compliance with the drug court program.
4. Accepts drug court payments, and issues receipts.
5. Transports clients to and from the jail to residential treatment programs.
6. Other duties as assigned.

**Pay Rate:** \$15.00 per hour, part-time no benefits. Up to 19 hours per week.

### EDUCATION AND EXPERIENCE:

Any combination of training, education, and experience that would provide the required knowledge and abilities. A typical way to gain the required knowledge and ability is: any combination equivalent to: graduation from high school or successful completion of a G.E.D. or high school proficiency exam and/or general work experience.

### LICENSES:

Valid Nevada's Drivers License. Good driving record.

### WORK DIRECTION, LEAD AND SUPERVISORY RESPONSIBILITIES:

Not applicable.

### CONTACTS:

Co-workers, other department personnel, public and vendors.

**PHYSICAL EFFORT:**

The physical and mental requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of the job.

Normal office environment.

In compliance with applicable disability laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations. Incumbents and individuals who have been offered employment are encouraged to discuss potential accommodations with the employer

**WORKING CONDITIONS:**

Work is performed under the following conditions: Normal office environment.