



Grand Traverse County, MI Job Description

Referee

OVERVIEW

Serves as the Circuit Court Family Division domestic relations referee with responsibility for holding hearings and recommending decisions as authorized and confirmed by the Family Division Judges. Serves as referee for purposes of hearing Friend of the Court Show Causes, motions involving disputes over child custody, support and parenting time. Position requires covering hearings in Antrim, Grand Traverse and Leelanau Counties.

ESSENTIAL FUNCTIONS (may include but are not limited to the following)

- Conducts status conferences with parties in divorce.
- Holds hearings in child-related disputes and prepares decisions for Judicial Review.
- Does legal research to assist the Circuit Court Family Division Judges
- Conducts Personal Protection Order hearings
- Drafts Opinions
- Provides legal assistance to the Friend of the Court
- Assists the Circuit Court Family Division Judges in handling motion practice
- Assists with Juvenile matters regarding abuse and neglect

EDUCATION, FORMAL TRAINING, AND EXPERIENCE (minimum requirements)

- Law degree, active license to practice law in the State of Michigan. A minimum of five years of experience.