

# Judicial Protection Officer



Starting Salary Range: \$67,000-\$73,500  
Department: Office of the Executive Administrator  
Location: Pittsburgh (with travel to Harrisburg and Philadelphia)  
Posting Date: 4/16/2024  
Benefits: [Link to Benefits](#)

## Description

Judicial Protection Officers work under the Court's chain of command structure on all issues related to the security of Judges and staff. The work of the Judicial Protection Officer involves responsibility for the protection of life and property, and the prevention of crime against the Court. Duties normally consist of providing security and transportation for the Judges at Court sessions, providing security in the Judges' chambers and the administrative offices, and monitoring security systems for the Judges' chambers and administrative offices.

## Typical Duties

- ✓ Coordinate security for Judges during session dates and special events.
- ✓ Provide transportation to the courtroom, post-session meetings, and receptions or dinners.
- ✓ Attend events with the Judges, approved by President Judge or Executive Administrator.
- ✓ Ensure the security of Superior Court facilities, including Judges' chambers and Court administrative offices.
- ✓ Supervise the installation and maintenance of security systems at Judges' chambers and Court administrative offices.
- ✓ Investigate security complaints from Court personnel and provide appropriate response and review.
- ✓ Identify and implement appropriate security protocols.
- ✓ Perform additional security work as required by the President Judge and Executive Administrator.
- ✓ Develop and maintain working relationships with local law enforcement to assist with training and intelligence.
- ✓ Assist in employment terminations.
- ✓ Maintain confidentiality at all times.
- ✓ Extensive travel throughout the Commonwealth, which includes driving and standing for long periods, overnight stays and special Court sessions.

## Required Qualifications

- ✓ Background in law enforcement of at least 15 years of service, including investigative experience, knowledge of courtroom procedures, and dignitary protection training.
- ✓ Graduation from high school or completion of a G.E.D.
- ✓ Possession of a valid Pennsylvania Driver's License.
- ✓ License to carry firearms in Pennsylvania, current or former certification under PA Act 120, or its equivalent, and current PA Act 235 certification. At a minimum, firearms qualifications must be completed annually.
- ✓ Must be able to obtain NCIC/CLEAN/JNET certification.
- ✓ CPR/AED certification is required and must remain current.

## How to Apply

Apply by e-mail online at [SuperiorJudProtect@pacourts.us](mailto:SuperiorJudProtect@pacourts.us). Applicants must provide a resume, cover letter and a list of professional references.

## **Unified Judicial System Hiring Policy**

*The Unified Judicial System of Pennsylvania recruits, employs, and promotes the most qualified applicants without regard to their political affiliation, race, color, age, national origin, sex, sexual orientation, gender identity or expression, religion, disability, or other non-merit facts or considerations. Reasonable accommodations will be provided to applicants with disabilities as may be necessary to ensure that all applicants are given a fair and equal opportunity to compete for all employment positions. Applicants who need accommodation for an interview should request so in advance. UJS hiring and employment policies and procedures are intended to conform to all applicable state and federal laws governing fair and nondiscriminatory hiring and employment practices and are subject to change as necessary to remain in compliance with such laws.*