

## **HELP WANTED**

The Madison County Attorney's office is currently accepting applications for the position of Director of the Victim/Witness Unit. Full-time. Education – Bachelor's Degree or experience in related field of social services or criminal justice. Benefits - Health Insurance, Employee Assistance Program, Life Insurance, Paid Time Off, 401(k).

Director shall be responsible for providing information, support and advocacy services to victims, witnesses and their families throughout the criminal justice process. Assist the County Attorney with hearing preparation, including telephone and written communication with involved parties. Draft, proofread, and prepare various documents using software specific to Madison County. Equal Opportunity Employer. This position is subject to veteran's preference.

Hours: 8:00 A.M. to 5:00 P.M. - Monday through Friday

Salary: \$52,000 - \$55,000 (yearly)

Please send cover letter, resume and references:

Madison County Attorney  
Attn: Joseph M. Smith  
P.O. Box 269  
Madison, Nebraska 68748  
Phone: 402-454-3311 Ext. 9206