45th District Court
13600 Oak Park Blvd.
Oak Park, MI 48237

JOB OPENING
ANNOUNCEMENT

POSITION TITLE: Court Officer – Full-Time
Salary: $20-22/hour DOQ

Duty Station: 45th District Court, Oak Park, Michigan

Duties: Under the supervision of the Chief Security Officer and Court Administrator, the successful candidate will provide security at the 45th District Court including courtroom duties. The Officer will provide security screening for Judges, Court employees, and the public and periodically screen people at the front entrance. The Officer will also provide back up for other Court Officers and monitor and/or transport prisoners to and from the Oak Park jail. The Officer will carry a court assigned weapon while on duty. The Officer will regularly monitor the interior and exterior of the courthouse. The position also requires operating Zoom so familiarity with technology is required.

Requirements: A high school diploma is required, but an associate degree or higher is preferred. Current CPL required.

Experience: Experience as a law enforcement officer, corrections officer or court security officer is highly preferred, but not required. Excellent opportunity for a retired law enforcement professional.

Background Check: This position is subject to a complete background investigation. Applicants must have no misdemeanor or felony convictions.

Salary Range and Schedule: Salary $20-22/hour DOQ. The position provides full benefits including medical, optical, dental, contributions to retirement savings, and paid time off.

To apply, mail or email resume and cover letter to:

45th District Court
Attn: Nancy Waldmann
13600 Oak Park Blvd.
Oak Park, Michigan 48237
waldmann@45dc.org

Applications will be accepted until: Friday October 9, 2026, but will be considered on a rolling basis.