

RULE 25. Court Administrator

(A) Duties

The Court shall appoint as required a qualified court administrator who will function as the chief non-judicial officer of the Court. In addition to providing general supervision of the Court's case flow, probation, jury, budgetary, and personnel systems, the court administrator will implement the administrative policy decisions of the Court and perform such other duties as may be assigned by the majority of the general division or the Presiding Judge.

(B) Selection

The court administrator will be appointed and removed and the court administrator's salary determined by vote of the majority of the judges in the General Division of the Court of Common Pleas.

Effective: (March 1, 2023)