



# JUDICIARY OF GUAM

Administrative Office of the Courts  
Human Resources Office

Guam Judicial Center • 120 West O'Brien Drive Hagåtña, Guam 96910  
Telephone: (671)475-3399/3239/3329/3422/3583 • Fax: (671)477-3184



F. Philip Carbullido  
Chief Justice

Alberto C. Lamorena III  
Presiding Judge

Kristina L. Baird  
Administrator of the Courts

Barbara Jean T. Perez  
Human Resources Administrator

## ANNOUNCEMENT CONTRACTUAL APPOINTMENTS

**POSITION TITLE:**

**GROUP COUNSELING SERVICES**

**ONE OR MORE OF THE FOLLOWING AREAS:**

Cognitive Behavioral Interventions – Core Curriculum

Cognitive Behavioral Interventions – Substance Use

Matrix

Matrix – Criminal Justice (CJ)

Moral Reconciliation Therapy (MRT)

Moral Reconciliation Therapy– Domestic Violence (MRT-DV)

**ANNOUNCEMENT NO. 63-2021**

**APPLICATION WILL BE  
ACCEPTED FOR THE PERIOD:**

**OPENS:** July 15, 2021

**CLOSES:** CONTINUOUS

**RATE:** \$50.00 per hour

**WORKSITE LOCATION:**  
JUDICIARY OF GUAM

**DEPARTMENT:** ADMINISTRATIVE OFFICE OF THE  
COURTS

**DIVISION:** PROBATION SERVICES DIVISION

**FUNDING:** FY18 GUAM ADULT REENTRY COURT  
PROJECT

### COVID-19 MEASURES

The Human Resources Office will continue to limit in-person contact as much as possible and resolve matters by using available technologies, including alternative means of filing, teleconferencing, videoconferencing (e.g., Zoom), and use of email, except when it is not practicable to do so or it would contravene the protection of constitutional rights.

### SUBMISSION OF CONTRACTUAL APPOINTMENT APPLICATIONS:

**Contractual Application** forms are available on the Judiciary of Guam's website at [www.guamcourts.org](http://www.guamcourts.org).

Applications may be submitted by the following methods:

1. E-mail to the Human Resources Office at [hr@guamcourts.org](mailto:hr@guamcourts.org);
2. Place in the Human Resources Drop Box located in the front of the Guam Judicial Center Main Entrance, 120 West O'Brien Drive, Hagatna, Guam; or
3. Mail via Postal System to the Human Resources Office, Judiciary of Guam, Guam Judicial Center, 120 West O'Brien Dr. Hagatna, Guam 96910.

### NATURE OF WORK

This is professional forensic work for offenders. Work involves applying the most current research and theoretical concepts in group counseling to ensure that treatment goals are achieved.

### MINIMUM KNOWLEDGE, ABILITIES, AND SKILLS

- Knowledge of the principles, practices and techniques of group counseling.
- Knowledge of related local laws.
- Knowledge of techniques of effective group counseling.
- Knowledge of personal and social adjustment.
- Ability to interpret and apply pertinent laws, rules, regulations and other program guidelines.
- Ability to function constructively under pressure and manage the risks involved in working with persons having complex, social, emotional and related problems.
- Ability to prepare accurate factual reports.
- Ability to work effectively with the public and employees.
- Ability to communicate effectively, orally and in writing.

*"The Judiciary of Guam is an equal opportunity provider and employer."*

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**MINIMUM  
EDUCATION AND  
EXPERIENCE**

Graduation from a recognized college or university with a Bachelor's degree in Social Work, Psychology or closely related field or Certified Substance Abuse Counselor through the International Certification and Reciprocity Consortium or NAADAC, the Association for Addiction Professionals or has specialized training in MATRIX-CJ and has completed 2 full cycles, in lieu of 2 full cycles, will work in consultation with a Matrix provider.

In lieu of a degree, license or substance abuse certification, for specific treatment programming, an individual may be required to have specialized certification or training in an Evidence-Based Program (EBP) or Evidence-Informed Program (EIP).

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**PROHIBITION  
PURSUANT TO P.L.  
28-98**

No person convicted of sex offense under the provision of Chapter 25 of Title 9 GCA, or an offense as defined in Article 2 of Chapter 28, Title 9 GCA in Guam, or an offense in any jurisdiction which includes, at a minimum, all of the elements of said offenses, or who is listed on the Sex Offender Registry shall work in any agency or instrumentality of the government of Guam.

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**POLICE AND COURT  
CLEARANCE  
REQUIREMENTS**

A current Police and Court Clearance valid within 30 days from the opening of the Announcement must be submitted.

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**INTERVIEWING  
PROCEDURES**

A personal interview or interview by telephone (if off-island) will be coordinated by the Human Resources Office for all referred via certification.

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**LICENSES,  
CERTIFICATIONS &  
BUSINESS LICENSE**

Applicants are required to provide a copy of licenses, certifications, certificates of completion and current business license attached to their Contractual Appointment Application Form.

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**AMERICANS WITH  
DISABILITIES ACT  
(ADA) & EQUAL  
EMPLOYMENT  
OPPORTUNITY  
(EEO)**

The Judiciary of Guam complies with the Public Law 24-109 in reference to the provisions and requirements of the Americans with Disabilities Act. Individuals with disabilities requiring special accommodations or assistance should contact Ms. Michelle Nicole B. Cruz, Special Projects Coordinator, at 300-7993 or via email at [mnberuz@guamcourts.org](mailto:mnberuz@guamcourts.org) prior to any scheduled examinations or interviews.

In accordance with the Judiciary's EEOP Utilization Report, as approved by the U.S. Department of Justice, Office for Civil Rights, applicants may obtain a copy of the Utilization Report from the EEO Office upon request.

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**HOW TO FILE AN  
EEO COMPLAINT**

Applicants or candidates who believe they have been discriminated against based on an EEO Protected Classification, may file a complaint with the Judiciary's EEO Office. A complaint form is available on the Judiciary website at [www.guamcourts.org](http://www.guamcourts.org), on the Judiciary's Intranet, or at the Judiciary's EEO Office.

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**FOR MORE  
INFORMATION**

For additional information, please call the Human Resources Office at 475-3399/3329/3422 or email [hr@guamcourts.org](mailto:hr@guamcourts.org).

  
**KRISTINA L. BAIRD**  
Administrator of the Courts