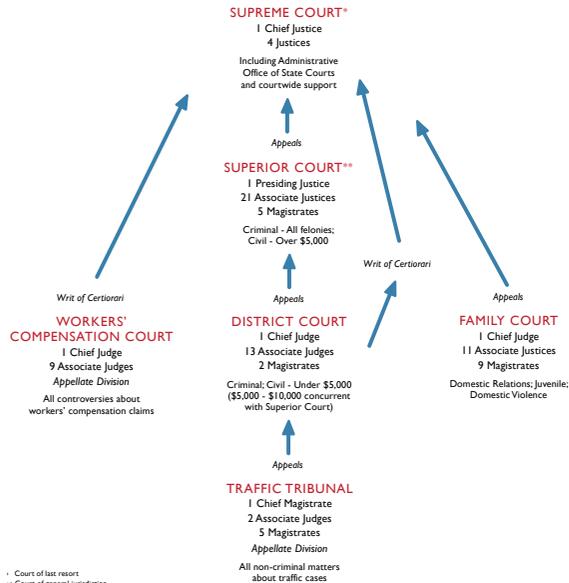


## Rhode Island Court Structure

### ADMINISTRATIVE OFFICE OF STATE COURTS

State Court Administrator • Finance and Budget • Employee Relations  
 State Law Library • Judicial Technology Center • Facilities and Operations/Security  
 Judicial Records Center • Domestic Violence Training and Monitoring Unit  
 Mandatory Continuing Legal Education • Community Outreach and Public Relations  
 Law Clerk Department • Judicial Planning • General Counsel and Alternative Dispute Resolution  
 Disciplinary Counsel • Supreme Court Clerk's Office • Appellate Screening  
 Administrative Assistant to Chief Justice • Interpreters' Office



\* Court of last resort  
 \*\* Court of general jurisdiction  
 All other courts have limited jurisdiction  
 May 2018



**Chief Justice Paul A. Suttell** of the Rhode Island Supreme Court serves as the head of the state judicial system. The Rhode Island Judiciary operates as a unified court system. The system is comprised of the Supreme Court, Superior Court, Family Court, District Court, Workers' Compensation Court, and Rhode Island Traffic Tribunal.

To learn more about the courts, take an opportunity to visit one of the various courthouses around the state or visit [www.courts.ri.gov](http://www.courts.ri.gov).

## Salary Averages for the Northeast Region

Attorney.....	\$79,000
Court Reporter.....	\$48,000
Data Entry Operator.....	\$34,000
Facilities and Operations.....	\$40,000
Judge/Magistrate .....	\$155,000
Information Technology.....	\$52,000
Public Relations.....	\$56,000
Records Clerk.....	\$34,000

[payscale.com/research](http://payscale.com/research)

### Thinking about a Career?

This brochure contains only a brief description of career opportunities within the Judiciary. For current employment opportunities, please visit one of the following websites:

[www.courts.RI.gov](http://www.courts.RI.gov)

Under "Quick Links" click on "Employment Opportunity" which directs to the current positions within the Judiciary. Or visit:

[www.apply.RI.gov](http://www.apply.RI.gov)

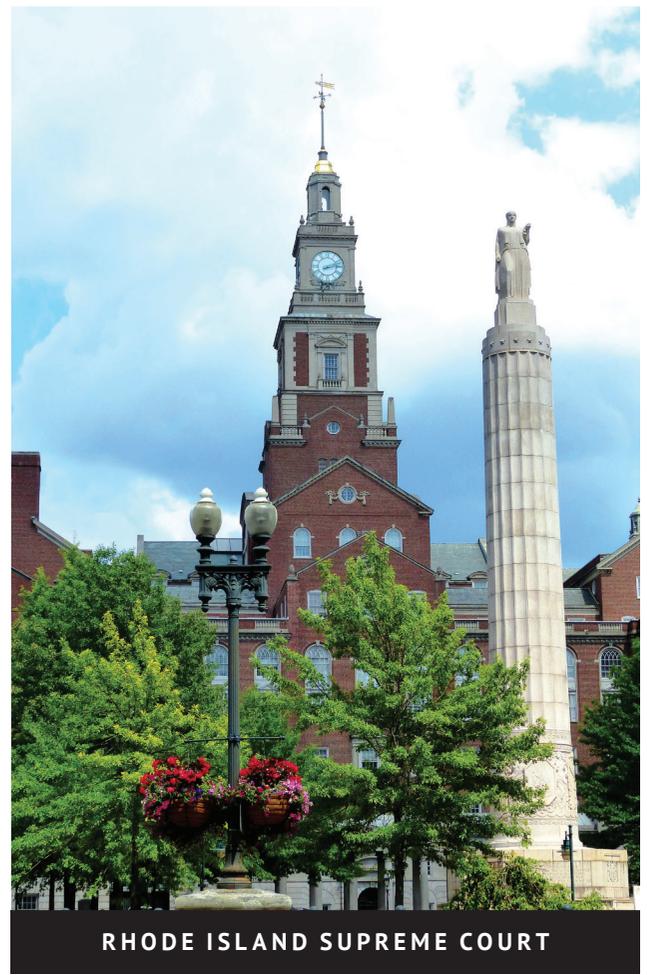
*The Rhode Island Judiciary is an equal opportunity employer. The Judiciary posts all vacancy announcements and recruits, hires, trains, and promotes persons in all job classifications without regard to race, color, sex, age, national origin, religion, handicap/disability status, or sexual orientation. The Judiciary encourages diversity and stresses the importance of education for students seeking future employment opportunities.*

For more information, please contact the Judiciary's Diversity Office.



Rhode Island Supreme Court  
 250 Benefit Street • Providence, RI 02903  
 Phone: (401) 222-4580  
[www.courts.ri.gov](http://www.courts.ri.gov)

February 2019



RHODE ISLAND SUPREME COURT



# Careers in the Judiciary

[www.courts.ri.gov](http://www.courts.ri.gov)

## JUDGES

Judges preside over the courts of the Rhode Island Judiciary, which include the Supreme Court, Superior Court, Family Court, District Court, Workers' Compensation Court, and the Rhode Island Traffic Tribunal. In all the various courts, except the Supreme Court, judges hear arraignments, motions, trial appeals, and other issues involving criminal, civil, and mediated disputes between parties. Judges are appointed for life by the Governor, who chooses from a list provided by the Judicial Nominating Commission. The appointment also must be approved by the Senate. Supreme Court judges must be approved by the Senate and House. Magistrates are appointed and serve 10-year terms. Magistrates have limited judicial authority.



## ATTORNEYS

Attorneys in the state of Rhode Island must hold an undergraduate degree and a Juris Doctor from an American Bar Association (ABA) accredited school of law. They must also pass the Uniform Bar Exam (UBE) and meet the requirements of the Rhode Island Board of Bar Examiners. With the permission of the court, attorneys from other states can appear in the Rhode Island courts on a limited basis. Judicial careers for attorneys include prosecutor, public defender, law clerk, and legal counsel. Attorneys in private practice also routinely appear in the Rhode Island courts.



## ADVOCATES

The judiciary holds many opportunities for advocacy. Special advocates are hired to assist victims of crime and abuse. Job opportunities for advocates may involve preserving the rights of abused children, referring victims for counseling, and ensuring proper legal representation is available. College degrees in social work, legal training, and community outreach are helpful in this type of work.



## INTERPRETERS

In our diverse society many new opportunities are available for bilingual and multilingual individuals. As people of varying cultures turn to the courts seeking justice, the Judiciary is in need of certified translators.



## COURTROOM PERSONNEL

The Rhode Island Judiciary operates with the assistance of many talented and varied employees who work to ensure that court sessions run efficiently. When court is in session, they generally sit in the courtroom to assist the judges and attorneys. These occupations, which require varying degrees of education, range from court reporters, clerks, electronic recorders, and investigators.



## SUPPORT STAFF

The Rhode Island Judiciary handles over 227,000 cases each year involving extensive records, financial management, and personnel. Each court receives money for fines and filings and houses records and case files, pleadings, transcripts, and exhibits. Occupations for support staff include: fiscal clerks, record and vault clerks, and supervisory administrators who run the day-to-day operations of each court. Generally members of the support staff hold a minimum of a bachelor's degree.



## FACILITIES AND OPERATIONS

The Rhode Island Judiciary maintains six courthouses, some of which are historical, and leased property for administrative functions. These buildings and grounds need constant care and maintenance.

## COMMUNITY OUTREACH/PUBLIC RELATIONS

Careers in the Community Outreach/Public Relations Department are uniquely woven between striving to inform the general public of court proceedings and designing programs that involve the public directly. Knowledge of the court and its varied proceedings and protocols is a must. Good communications skills are needed as well as the ability to create and implement programs that inform the public and the media.



## LAW ENFORCEMENT

Although the Sheriff's Department and the Capitol Police are under the direction of the Executive Branch of government (the Governor), they are an integral part of the operation of the Rhode Island Judiciary. The Sheriff's Department is responsible for prisoner transportation, courtroom security, serving process (i.e. subpoenas, summonses, etc.), and keeping the jury. The Capitol Police are responsible for, among other things, the security around the perimeter of the courthouse as well as the public entrances and exits. Generally these positions require training in the area of criminal justice and previous law enforcement experience.



## TECHNOLOGY

The current day Judiciary is a depository of records for criminal and civil cases that occur in our state. Support for the records management of all this information requires computerized tracking and storage systems. At the Rhode Island Judiciary, the Judicial Technology Center encompasses 20 technology professionals specializing in application software, database management, network and web management, technical services management, and training. Technical support specialists in this department require a bachelor of science in computer information systems or the equivalent.

