



NORTH CAROLINA
ADMINISTRATIVE OFFICE
of the COURTS

Equal Employment Opportunity Plan - 2009 N.C. Judicial Branch of Government

Prepared By
Human Resources Division

May 28, 2010



POLICY STATEMENT

It is the policy of the North Carolina Administrative Office of the Courts (NCAOC) to provide full and equal employment opportunity for all qualified persons and to prohibit discrimination in employment because of race, color, national origin, sex, age, religion, creed, or disabling condition in accordance with Title VII of the Civil Rights Act of 1964 (as amended in 1991), the Age Discrimination Act of 1967, the Rehabilitation Act of 1973, The Americans with Disabilities Act of 1990, and North Carolina General Statutes Chapter 126, Article 6.

NCAOC will recruit, hire, train, and promote all persons without regard to race, color, national origin, sex, age, religion, creed, or disabling condition. NCAOC will administer all personnel actions including hiring, compensation, benefits, tuition assistance, training, promotion, transfers, reduction in force, disciplinary actions, and terminations uniformly without regard to race, color, national origin, sex, age, religion, creed, or disabling condition. NCAOC will promote a work environment free from discrimination.

NCAOC encourages all judicial branch hiring authorities to follow this policy and overall philosophy regarding equal employment opportunity.

INTRODUCTION

The judicial branch is, along with the executive and legislative branches, a separate but coordinate branch of North Carolina State Government. The judicial branch is comprised of one statewide General Court of Justice with an appellate division consisting of the Supreme Court and Court of Appeals and two trial courts, superior and district courts. The Supreme Court is the state's highest appellate court and has a Chief Justice and 6 associate justices. The Court of Appeals is an intermediate appellate court and has a Chief Judge and 14 judges. In the trial court divisions, the Superior Court Division is divided into 62 superior court judicial districts for electoral purposes; 46 districts for administrative purposes; and 8 divisions for rotation purposes. The Superior Court Division is served by elected resident superior court judges (with one senior resident superior court judge for each judicial district); by appointed special superior court judges; and by elected clerks of superior court – one per county. Like the Superior Court Division, the District Court Division is divided into judicial districts. At the present time, there are 39 district court districts and each district is served by one to fourteen elected district court judges (with one being appointed chief district court judge by the Chief Justice for each district); and by appointed magistrates for each county. There is also an elected district attorney for each of the state's 43 prosecutorial districts; an appointed public defender for 16 judicial districts; and an appointed appellate defender who provides services statewide. In addition, the Chief Justice appoints the following statutory officials: Clerk of Supreme Court, Supreme Court Librarian, and Supreme Court Reporter. The Chief Judge of the Court of Appeals appoints the Clerk of the Court of Appeals. Other statutory officials include the executive secretaries of the Judicial Standards Commission and the Conference of District Attorneys. The chairperson of the Commission or Conference appoints each executive secretary.

As of December 31, 2009, there were 6,879 permanent full-time employees, of which 283 were judicial branch hiring authorities. The judicial branch of Government is exempt from North Carolina's State Personnel Act, and under the common law of North Carolina all judicial branch employees are "employed at will," in that each serves at the pleasure of the hiring authority.

The North Carolina Administrative Office of the Courts is responsible for administrative matters for the judicial branch throughout the state. The Chief Justice of the Supreme Court appoints the

NCAOC Director and Assistant Director. The Assistant Director serves as administrative assistant to the Chief Justice. The NCAOC consists of the Director's Office, Assistant Director's Office, Purchasing Services, Human Resources, Financial Services, Court Services, Court Programs and Management Services, Technology Services, Legal and Legislative Services, Organizational Development and Planning and Guardian ad Litem. There were 596 permanent full-time NCAOC employees as of December 31, 2009.

While the EEO Program is designed exclusively for the NCAOC, it is available for review by independent statutory hiring authorities within the judicial branch. Hiring authorities are encouraged to adopt this program as it is written or they have the option of developing a similar program that addresses equitable and fair treatment for all employees and applicants.

UTILIZATION NARRATIVE - NCAOC Workforce Only

The NCAOC workforce was compared to available workers in the Wake County area. As shown on the NCAOC Utilization Chart (Figure 1.1), NCAOC positions fall within these federal job categories: Officials/Managers, Professionals, Administrative Support, and Skilled Craft. NCAOC does not employ individuals in the Protective Services or Service/Maintenance job categories. A review of the Utilization Chart indicates a need to establish corrective goals and objectives that address the underutilization of minorities in the NCAOC's workforce.

Figure 1.1 NCAOC Utilization Chart

UTILIZATION ANALYSIS

**Administrative Office of the Courts - Workforce - As of 12/31/09
compared to
Wake County - Community Labor Statistics - 2000 Census Data**

Job Category	Male					Female				
	W	B	H	A/PI	AI/AN	W	B	H	A/PI	AI/AN
Officials/Managers										
AOC Workforce	40.00%	6.00%	0.00%	0.00%	1.00%	43.00%	10.00%	0.00%	0.00%	0.00%
Wake County CLS	54.90%	4.90%	0.90%	1.50%	0.10%	30.70%	5.40%	0.80%	0.70%	0.10%
Utilization	-14.90%	1.10%	-0.90%	-1.50%	0.90%	12.30%	4.60%	-0.80%	-0.70%	-0.10%
Professionals										
AOC Workforce	36.00%	4.00%	1.00%	5.00%	0.00%	37.00%	11.00%	1.00%	4.00%	0.80%
Wake County CLS	42.70%	4.60%	1.10%	3.40%	0.10%	38.00%	7.10%	0.70%	3.00%	0.20%
Utilization	-6.70%	-0.60%	-0.10%	1.60%	-0.10%	-1.00%	3.90%	0.30%	1.00%	0.60%
Administrative Support										
AOC Workforce	15.00%	3.00%	1.00%	0.00%	0.00%	50.00%	11.00%	1.00%	4.00%	1.30%
Wake County CLS	27.20%	6.60%	0.90%	0.70%	0.10%	47.40%	14.50%	1.30%	1.20%	0.20%
Utilization	-12.20%	-3.60%	0.10%	-0.70%	-0.10%	2.60%	-3.50%	-0.30%	2.80%	1.10%
Skilled Craft										
AOC Workforce	60.00%	0.00%	0.00%	20.00%	0.00%	20.00%	0.00%	0.00%	0.00%	0.00%
Wake County CLS	59.70%	14.10%	16.50%	1.40%	0.40%	4.00%	2.60%	0.50%	0.70%	0.10%
Utilization	0.30%	-14.10%	-16.50%	18.60%	-0.40%	16.00%	-2.60%	-0.50%	-0.70%	-0.10%

Black females are underutilized in the Skilled Craft and Administrative support job categories. Black males are underutilized in the Professionals, Administrative Support and Skilled Craft job categories. Hispanic males are underutilized in the following job categories: Officials/Managers, Professional, and Skilled Craft. Hispanic females are underutilized in the following job categories: Administrative Support, and Skilled Craft. Asian females are underutilized in the Officials/Managers and Skilled Craft job categories. Asian males are underutilized in the Officials/Managers, and Administrative Support job categories. American Indian males are underutilized in the following job categories: Professional, Administrative Support and Skilled Craft. American Indian females are underutilized in the Officials/Managers and Skilled Craft job categories.

Areas for improvement are: Black males in the Administrative Support (underutilized by 3.6 percent) and Skilled Craft (underutilized by 14.10 percent) job categories; Hispanic males in the Skilled Craft (underutilized by 16.50 percent) job category; Asian American males in the Officials/Manager job category; and Black Females in the Administrative support job category. There are 5 NCAOC positions in the Skilled Craft job categories; therefore, making increased utilization difficult. It is important to note that 87 percent of NCAOC permanent full-time employees work in either Professional or Administrative Support job categories.

UTILIZATION NARRATIVE - Judicial Branch of Government Workforce

The following section describes the North Carolina Judicial Branch of Government workforce as compared to the statewide labor force statistics of available workers. NCAOC employees are included in the data analysis as well as employees of Indigent Defense Services, Conference of District Attorneys, Sentencing and Policy Advisory Commission, Dispute Resolution Commission, Judicial Standards Commission, Conference of Clerks of Superior Court, Innocence Inquiry Commission, and the Chief Justice's Commission on Professionalism. Judicial branch employees fall within the following federal job categories: Officials/Managers, Professionals, Technicians, Protective Services, Administrative Support and Skilled Craft. The Judicial branch does not employ individuals in the Service/Maintenance job category. A review of the Judicial Branch Utilization Chart (Figure 1.2) indicates a continued need to work towards goals and objectives that address the underutilization of minorities in the judicial branch workforce.

Black females are underutilized in the following job categories: Technicians and Protective Services. Black males are underutilized in the following job categories: Technicians, Administrative Support, and Skilled Craft. Hispanic males are underutilized in the following job categories: Officials/Managers, Professionals, Technicians, and Skilled Craft. Hispanic females are underutilized in the following job categories: Officials/Managers, Technicians, Administrative Support and Skilled Craft. Asian females are underutilized the following job categories: Officials/Managers, Administrative Support, Technicians, Skilled Craft, and Protective Services. Asian males are underutilized in the Officials/Managers, Professionals, Technicians, Administrative Support, and Protective Services job categories. American Indian males are underutilized in the following job categories: Technicians, Administrative Support, and Skilled Craft. American Indian females are underutilized in the following job categories: Officials/Managers, Professionals, Technicians, and Skilled Craft.

Possible areas for improvement are: Black males in the Technicians (underutilized by 5.6 percent), Administrative Support (underutilized by 4.46 percent) job categories; Black females in the Technicians (underutilized by 12.4 percent), and Protected Services (underutilized by 7.87

percent) job categories; and Hispanic males in the Skilled Craft (underutilized by 7.2 percent) job category. It is important to note that 97 percent of the judicial branch permanent full-time positions fall in the Professionals or Administrative Support job categories. There are only two (2) judicial branch employees in the Technicians job category and seven (7) employees in the Skilled Craft job category. It is difficult to increase utilization in Technicians and Skilled Craft job categories because of the low number of positions within these job categories.

Figure 1.2: Judicial Branch Utilization Chart

NC Judicial Branch - Workforce - As of 12/31/09
compared to
North Carolina - Community Labor Statistics 2000 Census Data

Job Category	Male					Female				
	W	B	H	A/PI	AI/AN	W	B	H	A/PI	AI/AN
Officials/Managers										
Judicial Branch Workforce	38.00%	5.00%	0.00%	0.00%	1.00%	47.00%	8.00%	0.00%	0.00%	0.00%
North Carolina CLS	54.42%	4.78%	1.05%	0.74%	0.32%	31.84%	5.53%	0.59%	0.44%	0.29%
Utilization	-16.42%	0.22%	-1.05%	-0.74%	0.68%	15.16%	2.47%	-0.59%	-0.44%	-0.29%
Professionals										
Judicial Branch Workforce	46.00%	6.00%	0.00%	1.00%	1.00%	35.00%	9.00%	1.00%	1.00%	0.00%
North Carolina CLS	35.58%	4.07%	0.76%	1.49%	0.22%	46.70%	8.95%	0.81%	0.97%	0.45%
Utilization	10.42%	1.93%	-0.76%	-0.49%	0.78%	-11.70%	0.05%	0.19%	0.03%	-0.45%
Technicians										
Judicial Branch Workforce	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%
North Carolina CLS	33.22%	5.61%	0.80%	0.57%	0.29%	44.89%	12.45%	0.70%	0.86%	0.61%
Utilization	-33.22%	-5.61%	-0.80%	-0.57%	-0.29%	55.11%	-12.45%	-0.70%	-0.86%	-0.61%
Protective Services										
Judicial Branch Workforce	41.00%	9.00%	3.00%	0.00%	0.00%	33.00%	10.00%	2.00%	0.00%	1.00%
North Carolina CLS	31.71%	8.26%	1.09%	0.33%	0.00%	38.74%	17.87%	1.00%	0.09%	0.89%
Utilization	9.29%	0.74%	1.91%	-0.33%	0.00%	-5.74%	-7.87%	1.00%	-0.09%	0.11%
Administrative Support										
Judicial Branch Workforce	4.00%	1.00%	3.00%	0.00%	0.00%	74.00%	18.00%	1.00%	0.00%	1.00%
North Carolina CLS	24.54%	5.46%	0.70%	0.30%	0.22%	52.83%	13.56%	1.21%	0.60%	0.57%
Utilization	-20.54%	-4.46%	2.30%	-0.30%	-0.22%	21.17%	4.44%	-0.21%	-0.60%	0.43%
Skilled Craft										
Judicial Branch Workforce	38.00%	0.00%	0.00%	13.00%	0.00%	38.00%	13.00%	0.00%	0.00%	0.00%
North Carolina CLS	71.60%	11.13%	7.21%	0.60%	1.69%	5.45%	1.61%	0.31%	0.22%	0.17%
Utilization	-33.60%	-11.13%	-7.21%	12.40%	-1.69%	32.55%	11.39%	-0.31%	-0.22%	-0.17%

OBJECTIVES

The NCAOC is committed to improving the underutilization of minorities within the agency and among the NC Judicial Branch of Government as a whole. Efforts will continue to recruit, hire, and promote more minorities in the job categories identified as underutilized. The NCAOC's objective is to match their workforce to the Wake County community labor statistics and to promote a judicial branch workforce that is representative of the available statewide labor force.

According to U.S. Census data, the State's Hispanic population grew from 76,276 (1990) to 378,963 (2000). With this fact being heavily considered, our agency is dedicated to increasing Hispanic representation (male and female) within the judicial branch workforce.

U.S. Census data also indicates an increase in the Asian population from 52,166 (1990) to 113,689 (2000) and an increase in the American Indian population from 80,155 (1990) to 99,551 (2000). Efforts will be made to increase Asian and American Indian representation in the judicial branch in addition to efforts to increase African-American and Hispanic representation.

The NCAOC is committed to the recruitment and employment of qualified minorities found in the Wake County community workforce. The NCAOC emphasizes the same equal employment philosophy to statewide judicial branch work units.

STEPS TO ACHIEVE OBJECTIVES

Judicial branch recruitment efforts go beyond the Wake County community to reach the entire State through the Internet and Employment Security Commissions. National employee searches are done from time to time. Employment opportunities may be advertised through the National Center for State Courts. The State of North Carolina has eleven historically black colleges and universities targeted to increase the recruitment of minorities. In addition, our State has three women's colleges and one predominantly American Indian university. When appropriate, the Human Resources recruiter attends Career Days at these universities and colleges. Several career fairs were attended throughout the year to various areas in North Carolina to seek out a more diverse workforce.

The State of North Carolina has five universities with Law Schools. One of the five is a historically black university. The Human Resources recruiter will continue to stay in contact with the Career Centers at these universities. Hard copies of job opportunities are forwarded to the Career Centers at these universities.

Action Steps:

- Contact historically black colleges and universities within our State to establish a close rapport with their Career Centers and attend their Career Days/Fairs when appropriate.

- Review the recruitment methods, practices, and policies to insure that minorities and females are informed of our agency's employment opportunities.

- Monitor our promotion policies and procedures to make certain that the judicial branch provides an equal employment opportunity for promotions and transfers for African-American, Hispanics, Asians, and American Indians.
- Periodic review and discussion of judicial branch workforce breakdown by race and sex with the Human Resources Officer.
- The Human Resources Division will continue to screen employment applications for vacant positions.
- The Human Resources Division will continue to provide interview and selection training for hiring managers and supervisors.
- The NC Judicial Branch Human Resources Management Manual found on the agency's Intranet provides easy access to the EEO policy statement.
- Here are all the activities done in the year 2009 to achieve our objectives
 - Created a recruiting video for job seekers
 - Developed and delivered recruitment and selection training for managers
 - Developed content for the Judicial Department web page for managers
 - Attended career fairs at North Carolina Central University and Wake Tech Community College
 - Trained managers about equal employment and diversity
 - Offered monthly training on Unlawful Workplace Harassment
 - Coordinated a Discover India Lunch-N-Learn workshop
 - Participated in the People of Color Committee's International Festival. This festival was designed to celebrate diverse cultures

DISSEMINATION

Internal Dissemination

1. Every hiring authority has access to the NC Judicial Branch Human Resources Management Manual, which includes the EEO policy.
2. The phrase "An Equal Opportunity Employer" is included on job opportunities that are posted internal to the current judicial branch workforce (i.e. promotional opportunities).
3. EEO posters are available on the intranet site and are conspicuously displayed in judicial branch work units.
4. EEO posters are available online for hiring authorities and employees to review.
5. The EEO policy summary is included in the new employee online orientation.

External Dissemination

1. Recruiting sources are informed of our EEO plan and commitment.

2. The phrase “An Equal Opportunity Employer” is included on job opportunities that are posted openly to the general public.
3. EEO information is listed on the judicial branch’s Application for Employment.
4. The EEO policy statement is displayed on our intranet website.

ADDITIONAL STATISTICAL DATA

NEW HIRES

In 2009, there were a total of 275 new hires: 99 were males (36 percent) and 176 (64 percent) were females. In 2009, 66 (24 percent) of new hires were minorities; a 2 percent decrease based on minority new hires in 2008. Of the minority new hires, 38 (61 percent) were black and 24 (39 percent) of the new hires were from other minority categories.

In 2008, there were a total of 678 new hires: 206 were males (30 percent) and 472 (70 percent) were females. In 2008, 171 (25 percent) of new hires were minorities; a 3 percent increase based on minority new hires in 2007. Of the minority new hires, 134 (78 percent) were black and 37 (22 percent) of the new hires were from other minority categories.

Figure 1.3: Judicial Branch New Hires by Sex

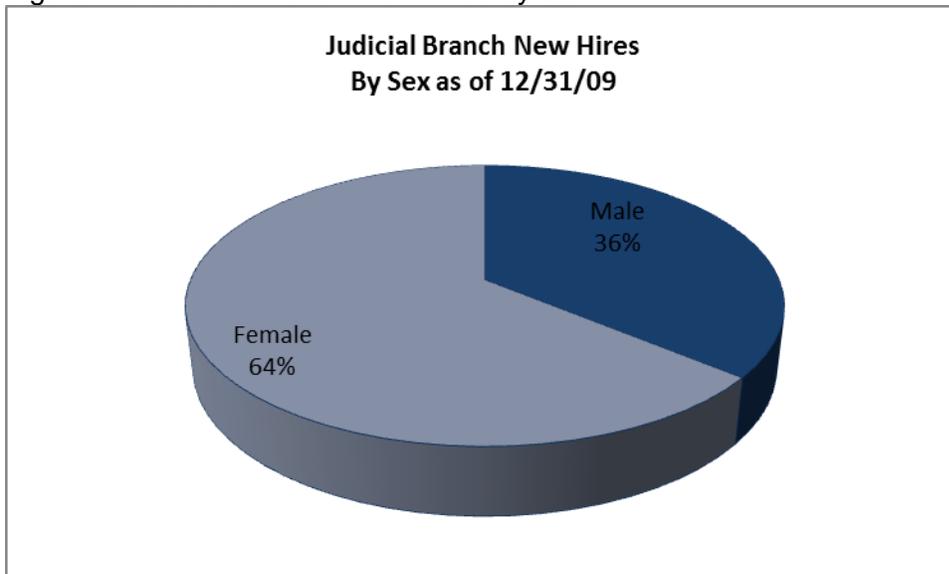
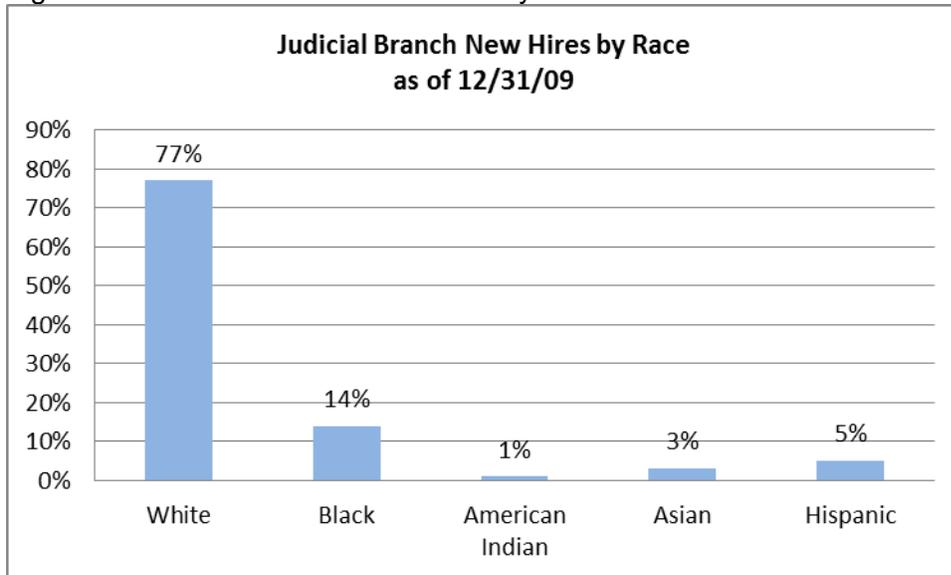


Figure 1.4: Judicial Branch New Hires by Race



PROMOTIONS

In 2009, the judicial branch promoted 122 employees, 82 (67 percent) females and 40 (33 percent) males. Minorities were awarded 25 (20 percent) of all judicial branch promotional opportunities. Of the minority promotions, 21 (84 percent) were black.

In 2008, the judicial branch promoted 132 employees, 102 (77 percent) females and 30 (23 percent) males. Minorities were awarded 32 (24 percent) of all judicial branch promotional opportunities. Of the minority promotions, 31 (97 percent) were black.

Figure 1.5: Judicial Branch Promotions by Sex

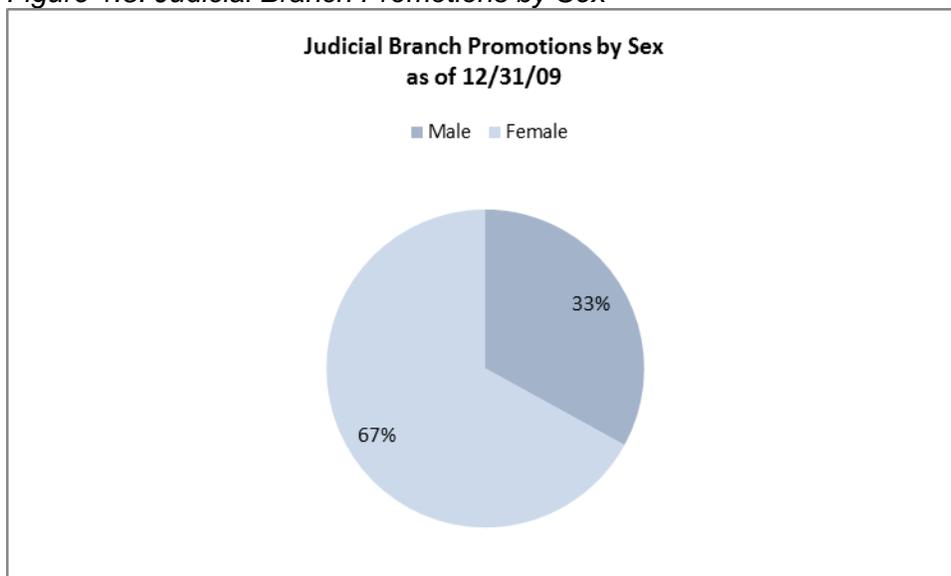
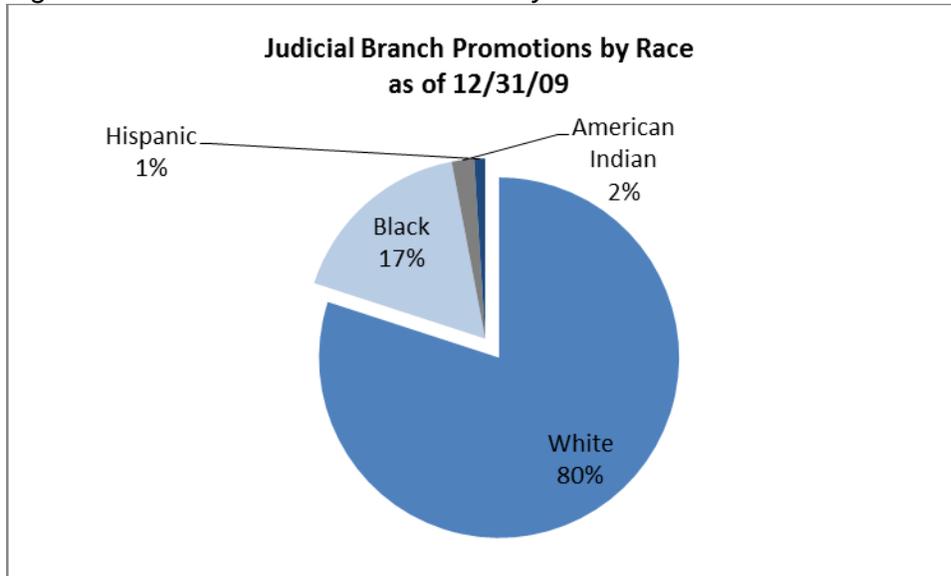


Figure 1.6: Judicial Branch Promotions by Race



NCAOC SALARIES

As of 12/31/09, the average salary of a NCAOC employee was \$56,770. Of the total NCAOC workforce 20 (3 percent) earned salaries between \$20,000 and \$29,999; 69 (12 percent) earned salaries between \$30,000 and \$39,999; and 105 (18 percent) earned salaries between \$40,000 and \$49,999.

Of the total females employed by the NCAOC 89 (25 percent) earned less than \$40,000 per year; while 270 females (75 percent) earned salaries of \$40,000 or more per year. Of the total males employed by the NCAOC 20 (8 percent) earned less than \$40,000 per year; while 229 (92 percent) earned salaries of \$40,000 or more per year.

Of the total minorities employed by the NCAOC 27 (17 percent) earned less than \$40,000 per year; while 129 minorities (83 percent) earned salaries of \$40,000 or more per year.

Figure 1.7 NCAOC Salary Ranges by Sex

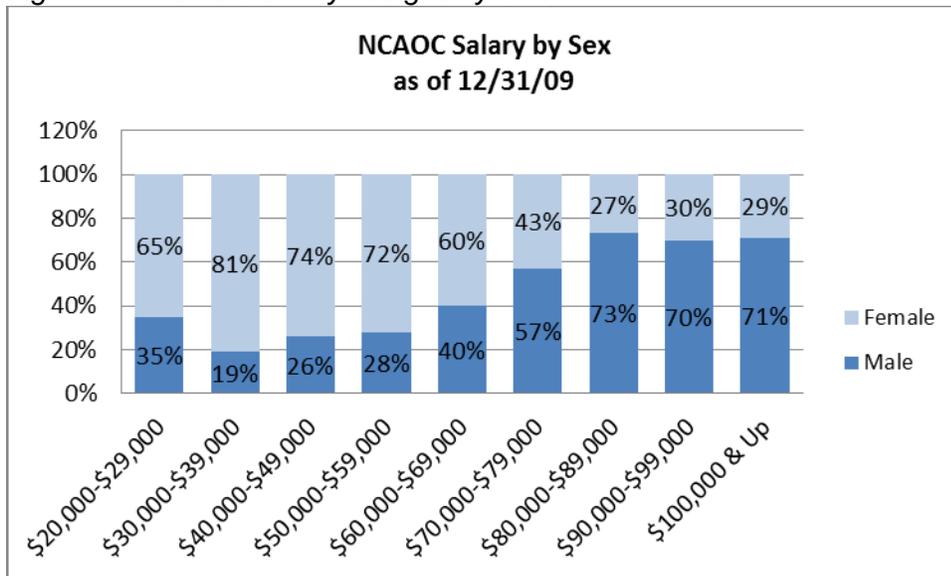
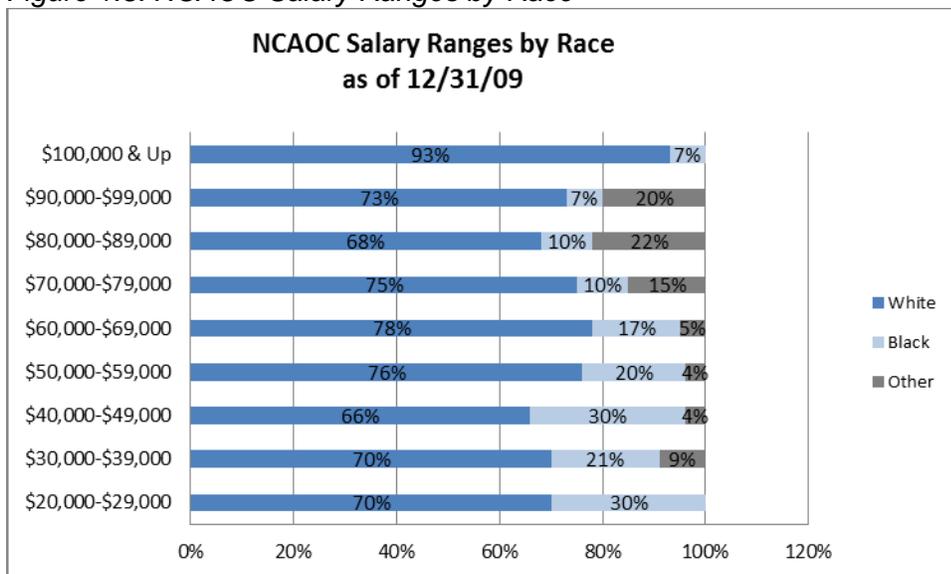


Figure 1.8: NCAOC Salary Ranges by Race



JUDICIAL BRANCH SALARIES

As of 12/31/09, the average annual salary of judicial branch employees was \$52,284. Many employee salaries are statutorily determined. Of the total judicial branch workforce 891 (13 percent) earned salaries between \$20,000 and \$29,999; 1718 (25 percent) earned salaries between \$30,000 and \$39,999; and 1687 (25 percent) earned salaries between \$40,000 and \$49,999.

Of the total females employed by the judicial branch 2282 (47 percent) earned less than \$40,000 per year; 2581 (53 percent) earned salaries of \$40,000 or more per year. Of the total males employed by the judicial branch 327 (17 percent) earned less than \$40,000 per year; while 1638 (83 percent) earned salaries of \$40,000 or more per year.

Of the total minorities employed by the judicial branch 621 (44 percent) earned less than \$40,000 per year; while 803 minorities (56 percent) earned salaries of \$40,000 or more per year.

Figure 1.9: Judicial Branch Salary Ranges by Sex

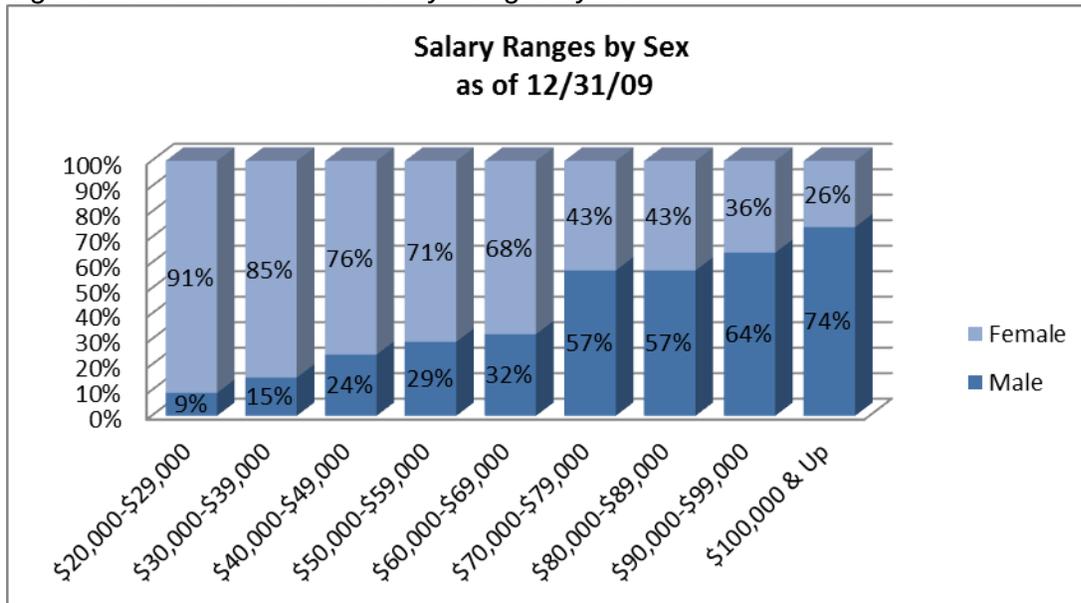
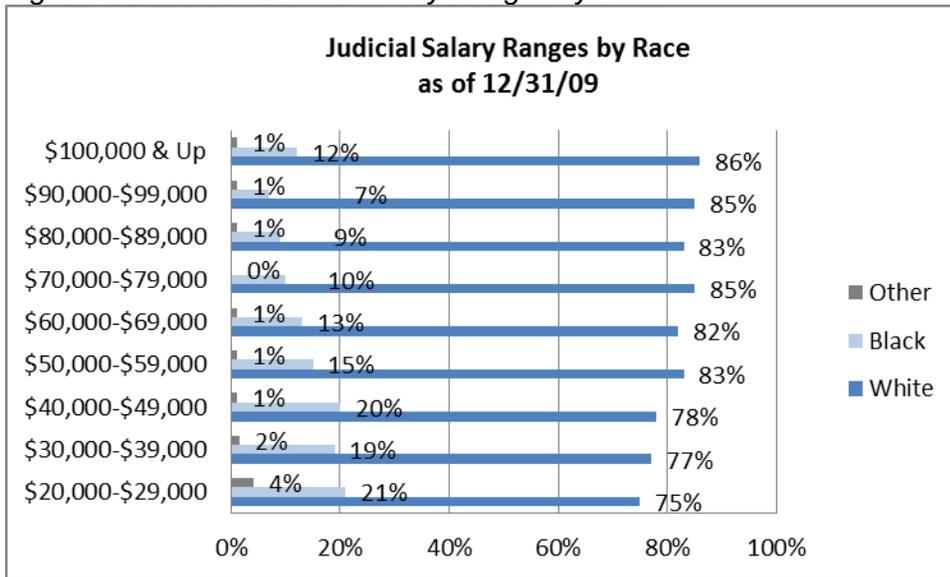


Figure 2.1: Judicial Branch Salary Ranges by Race

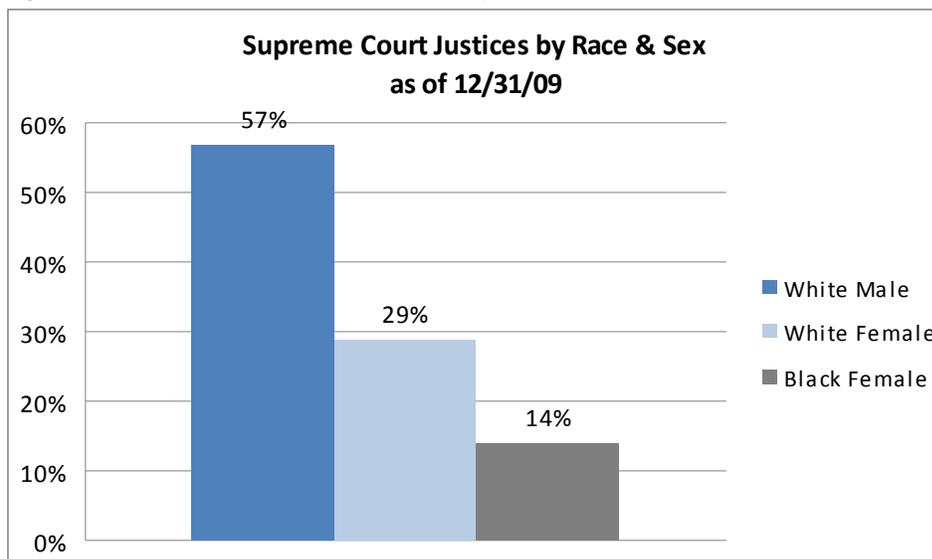


ELECTED OFFICIALS

The following data is based on race and sex of judicial branch elected officials as of December 31, 2009. Race and sex breakdown of elected officials is heavily related to choices made by the voting population of the State of North Carolina. There were 530 elected officials as of 12/31/09. These officials account for 8 percent of the Judicial Branch workforce.

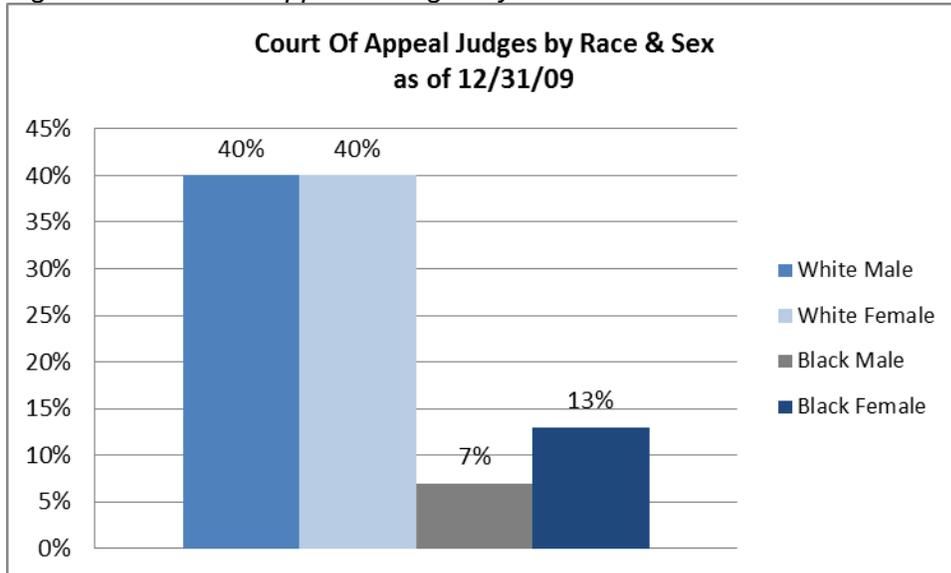
The Supreme Court was comprised of 4 white males (57 percent), 2 white females (29 percent) and 1 black female (14 percent).

Figure 2.2: Supreme Court Justices by Race & Sex



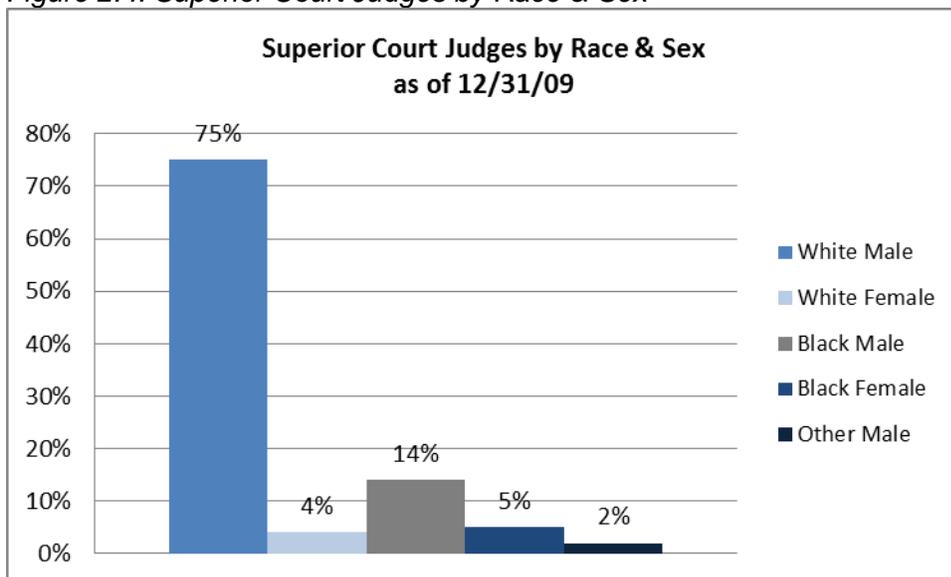
Court of Appeals judges were comprised of 7 males (47 percent) and 8 females (53 percent). The race/sex breakdown of Court of Appeals judges was: 6 white males (40 percent), 1 black male (7 percent), 6 white females (40 percent), and 2 black female (13 percent).

Figure 2.3: Court of Appeals Judges by Race & Sex



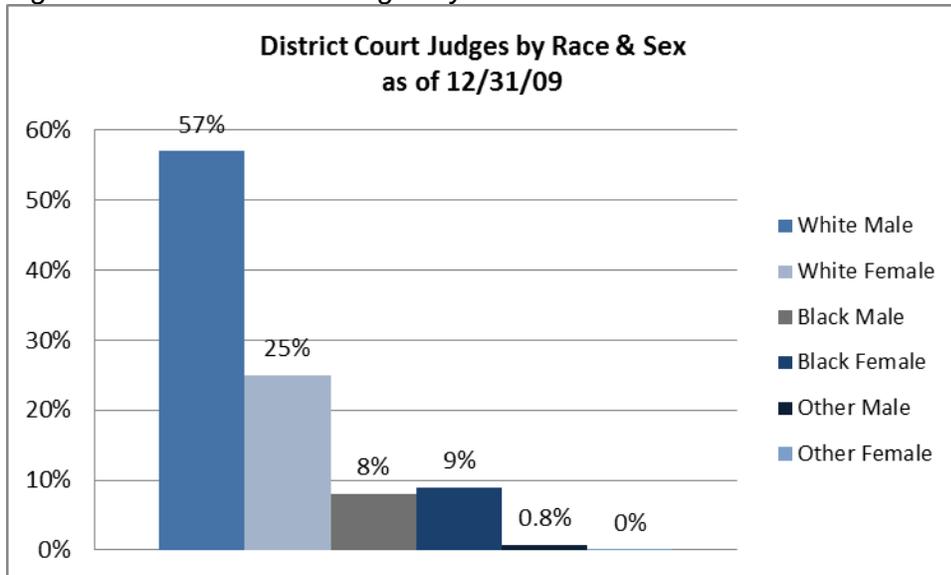
In Superior Court, there were 100 males (92 percent) and 9 females (8 percent). The race/sex breakdown of Superior Court judges was: 82 white males (75 percent), 15 black males (14 percent), 3 other minority males (2 percent), 4 white females (4 percent), and 5 black females (5 percent).

Figure 2.4: Superior Court Judges by Race & Sex



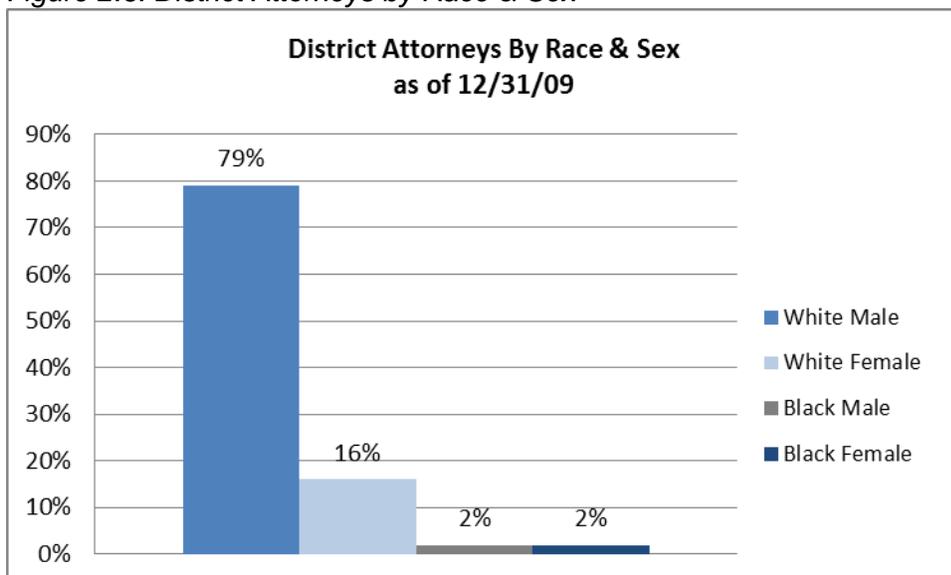
In District Court there were 172 males (65 percent) and 92 females (35 percent). The race/sex breakdown of District Court judges was: 151 white males (57 percent), 20 black males (8 percent), 1 other minority males (less than 1 percent), 67 white females (25 percent), 2 other minority female (1 percent) and 23 black females (9 percent).

Figure 2.5: District Court Judges by Race & Sex



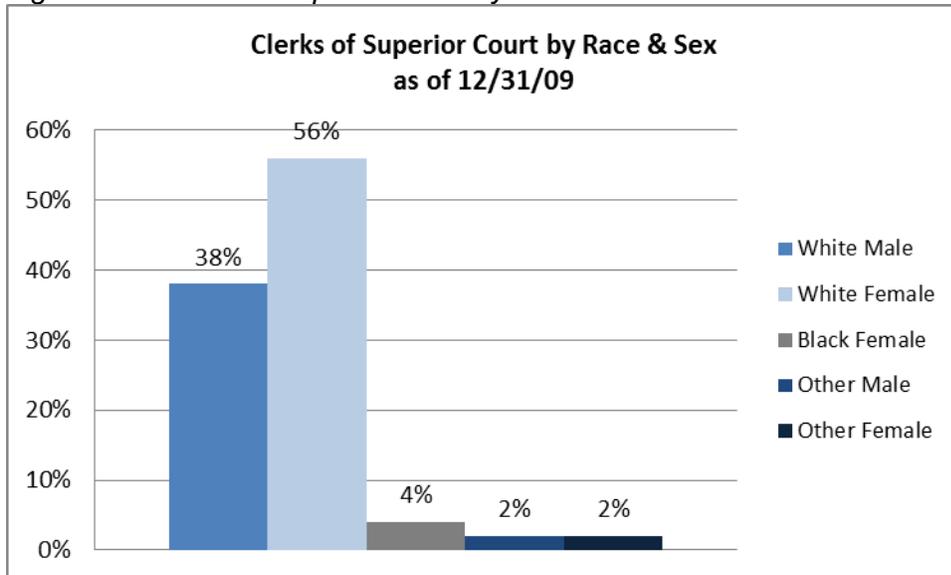
District Attorneys were comprised of 35 males (81 percent) and 8 females (19 percent). The race/sex breakdown of District Attorneys was: 34 white males (79 percent), 7 white females (16 percent), 1 black male (2 percent), and 1 black female (2 percent).

Figure 2.6: District Attorneys by Race & Sex



Clerks of Superior Court were comprised of 42 males (42 percent) and 58 females (58 percent). The race/sex breakdown for all Clerks of Superior Court was: 38 white males (38 percent), 56 white females (56 percent), 4 black females (4 percent), and 2 other minority females (2 percent).

Figure 2.7: Clerks of Superior Court by Race & Sex

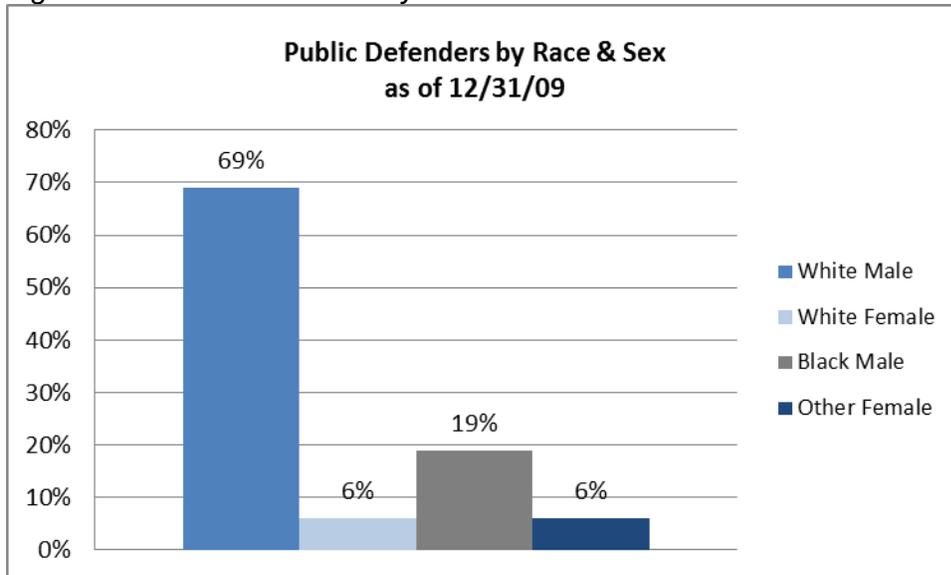


APPOINTED OFFICIALS

The following data is based on race and sex of judicial branch appointed officials as of 12/31/09. Appointed officials include those who hold Public Defender or Magistrate positions. There were 750 appointed officials as of 12/31/09. These officials account for 11 percent of the judicial branch workforce.

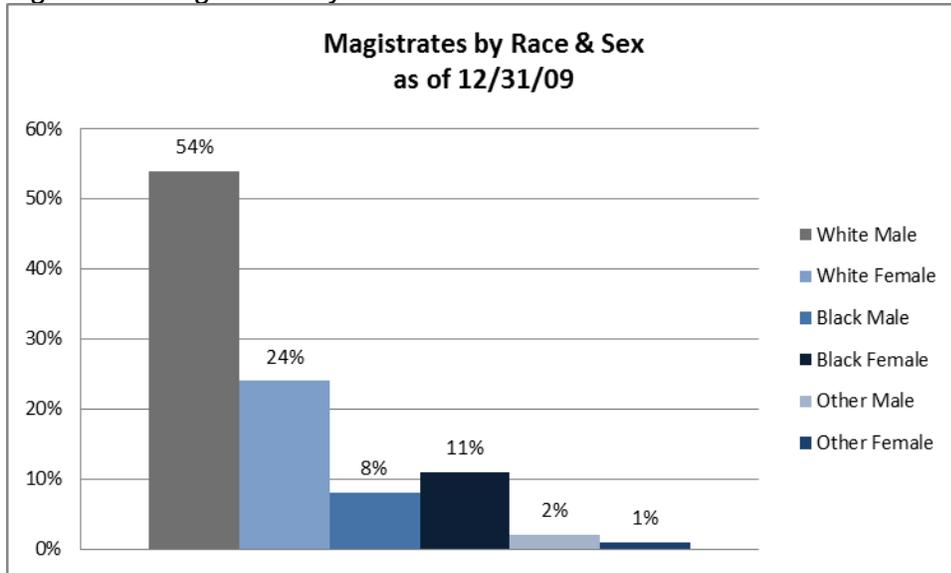
Public Defenders were comprised of 14 males (88 percent) and 2 females (12 percent). The race/sex breakdown of Public Defenders was: 11 white males (69 percent), 3 black males (19 percent), 1 white female (6 percent), and 1 American Indian female (6 percent).

Figure 2.8: Public Defenders by Race & Sex



Magistrates were comprised of 473 males (64 percent) and 261 females (36 percent). The race/sex breakdown for all Magistrates was: 400 white males (54 percent), 56 black males (8 percent), 13 other minority males (2 percent), 173 white females (24 percent), 83 black females (11 percent), and 5 other minority females (1 percent).

Figure 2.9: Magistrates by Race & Sex



ADDITIONAL NCAOC INFORMATION

Figure 3.1: NCAOC Workforce by Job Category

NC Administrative Office of the Courts

Workforce by Job Category - As of 12/31/09

Job Category	Total	Male					Female				
		W	B	H	A/PI	AI/AN	W	B	H	A/PI	AI/AN
Officials/Managers	80	32	5	0	0	1	34	8	0	0	0
		40%	6%	0%	0%	1%	43%	10%	0%	0%	0%
Professionals	406	146	15	4	21	1	152	45	5	15	2
		36%	4%	1%	5%	0%	38%	11%	1%	3%	0%
Administrative Support	105	16	3	1	0	0	53	29	0	3	0
		14%	2%	0%	0%	0%	52%	29%	0%	2%	0%
Skilled Craft	5	2	0	0	2	0	1	0	0	0	0
		40%	0%	0%	40%	0%	20%	0%	0%	0%	0%

Total
596 Employees

Figure 3.2: NCAOC Employment by Race & Sex

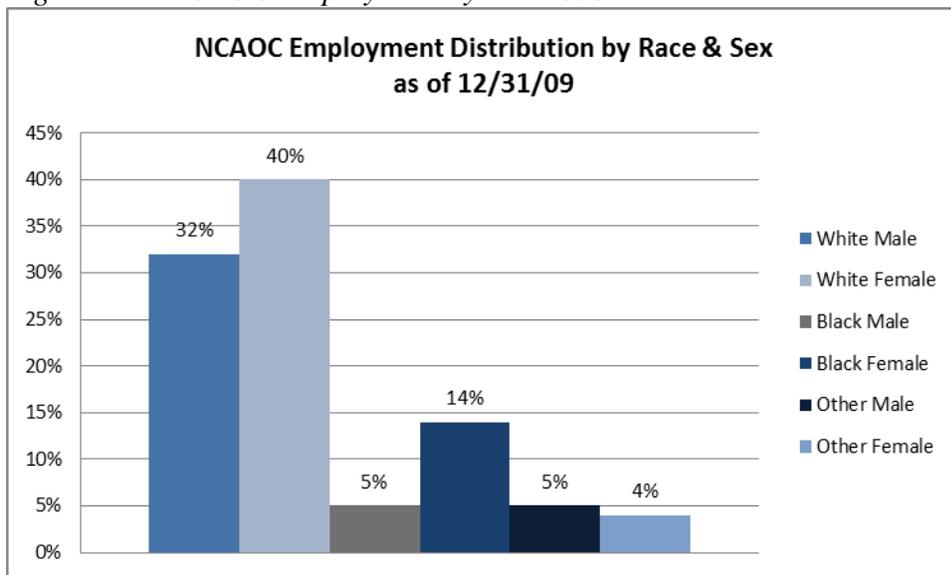


Figure 3.3: NCAOC Employment by Sex

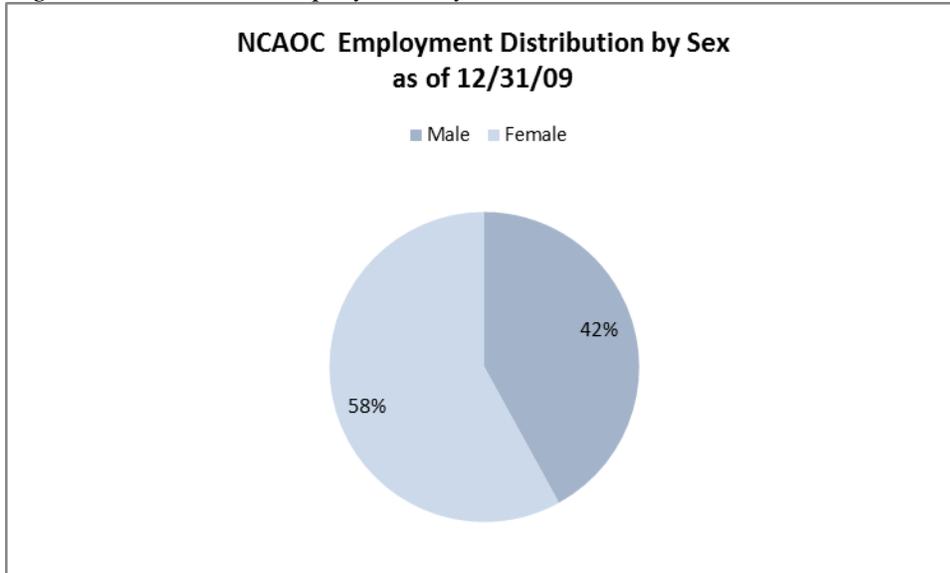
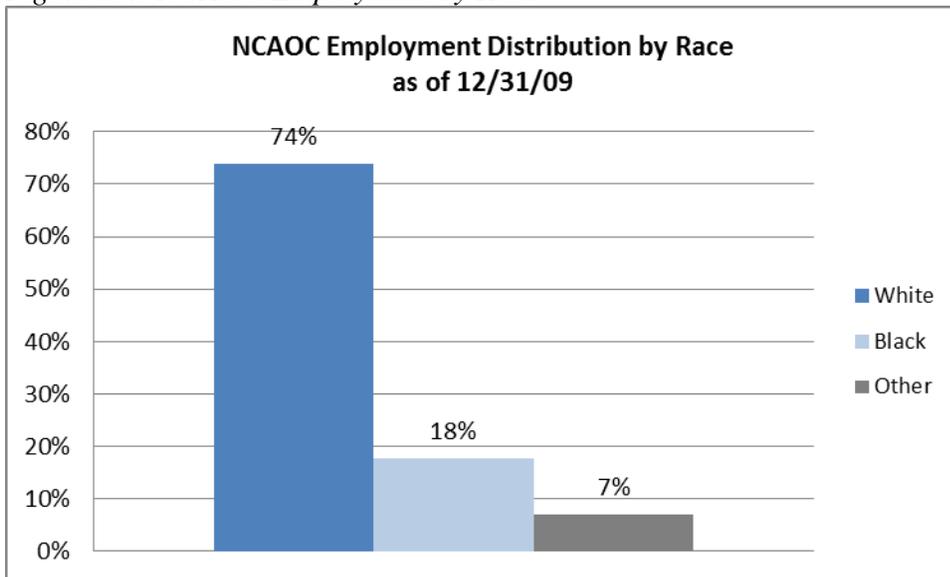


Figure 3.4: NCAOC Employment by Race



Additional Judicial Branch Information

Figure 3.5 Judicial Branch Workforce by Job Category

**NC Judicial Branch of Government
Workforce by Job Category - As of 12/31/09**

Job Category	Total	Male					Female				
		W	B	H	A/PI	AI/AN	W	B	H	A/PI	AI/AN
Officials/Managers	99	38	5	0	0	1	47	8	0	0	0
		38%	5%	0%	0%	1%	47%	8%	0%	0%	0%
Professionals	3127	1434	187	10	28	21	1095	291	21	27	13
		46%	6%	0%	1%	1%	35%	9%	1%	1%	0%
Technicians	1	0	0	0	0	0	1	0	0	0	0
		0%	0%	0%	0%	0%	100%	0%	0%	0%	0%
Protective Services	98	43	7	3	0	0	32	10	2	0	1
		44%	7%	3%	0%	0%	33%	10%	2%	0%	1%
Administrative Support	3546	149	35	4	0	2	2610	643	50	13	40
		4%	1%	3%	0%	0%	74%	18%	1%	0%	1%
Skilled Craft	8	3	0	0	1	0	3	1	0	0	0
		38%	0%	0%	13%	0%	38%	13%	0%	0%	0%
Service/Maintenance	No Judicial Branch employees in this job category.										

6879 Total Employees

Figure 3.6: Judicial Branch Employment by Race & Sex

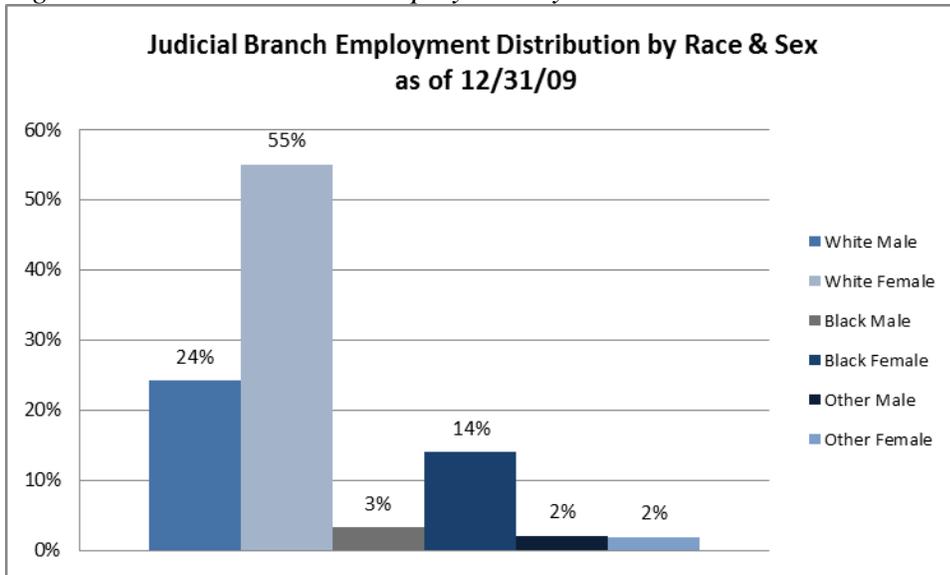


Figure 3.7: Judicial Branch Employment by Race

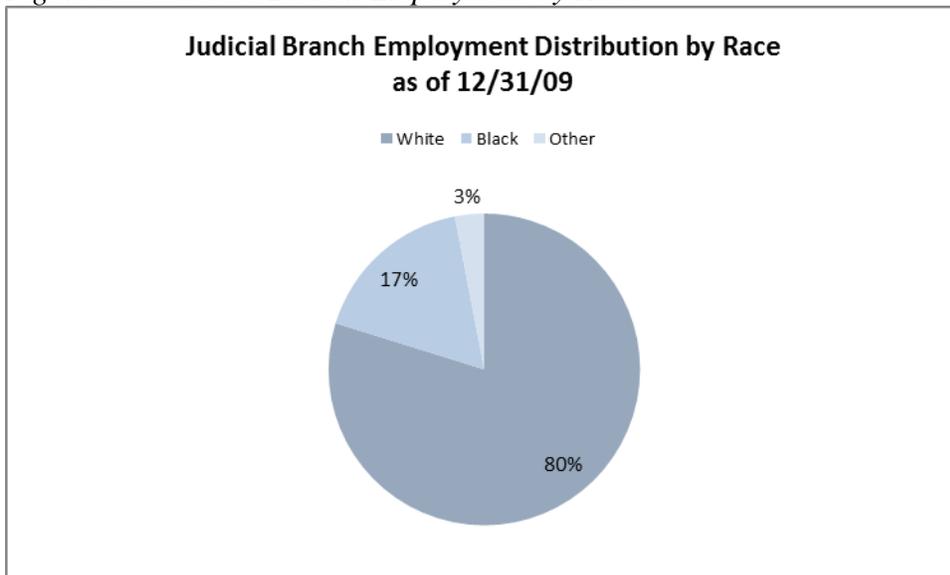
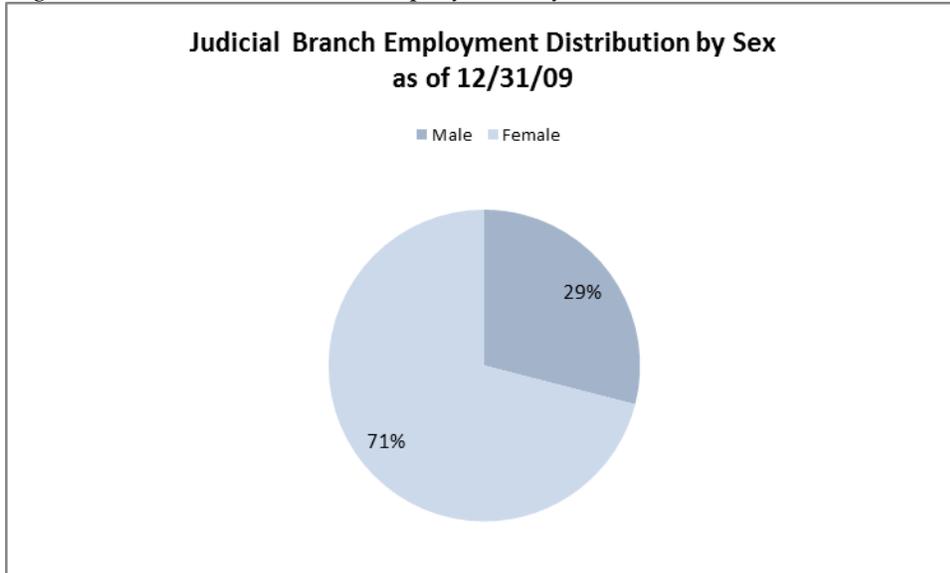


Figure 3.8: Judicial Branch Employment by Sex



CONCLUSION

Equal employment opportunity continues to be emphasized by the NCAOC to all judicial branch work units. The NC Judicial Branch of Government workforce continues to be heavily dominated by female workers. As of December 31, 2009, the judicial branch workforce was comprised of 71 percent female and 20 percent minority. Minorities were hired for 24 percent of all judicial branch vacant positions in 2009. Minorities were awarded 20 percent of all judicial branch promotional opportunities in 2009. Elected and appointed officials made up 19 percent of the total judicial branch workforce. Utilization of minorities in the judicial branch workforce continues to be affected by the number of elected and appointed officials.

The judicial branch persistently strives to make the future workforce more diverse – one that will be more representative of under represented classes. We will continue in our efforts as indicated in this report to attract, recruit, and retain the best-qualified persons to very diligently serve our North Carolina court system.

Note: National data used throughout this report comes from the 2000 U.S. Census.

Addendum: Judicial Branch Job Titles by Occupational Category

Administrative Support

Accounting Specialist I	Executive Assistant III
Accounting Specialist II	Executive Assistant III
Accounting Specialist III	Forms Design Specialist
Accounting Specialist IV	Forms Manager
Accounting Supervisor I	Gal Program Assistant I
Accounting Supervisor II	Hr Web Design/training Coordinator
Accounting Supervisor III	Hris Specialist
Administrative Assistant	Human Resources Assistant
Administrative Officer I	Ids Administrative Assistant
Administrative Secretary	Judicial Scheduling Assistant
Aoc Administrative Assistant I	Judicial Services Coordinator
Aoc Division Assistant	Leave Specialist
Appellate Clerk I	Legal Assistant I
Appellate Clerk II	Legal Assistant II
Appellate Defender Legal Assistant	Legal Assistant III
Assistant Clerk	Mail Clerk
Assistant Warehouse Supervisor	Microfilm Services Assistant
Attorney Fee Coordinator	Office Assistant
Business Court Legal Assistant	Office Manager
Cdm Judicial Assistant	Payroll Specialist I
Coa Legal Assistant	Payroll Specialist II
Computer Equipment Coordinator	Pretrial Screener I
Computer Operator	Pretrial Screener II
Computer Room Supervisor	Procurement Assistant
Conference Planner/registrar	Programs Administrative Specialist
Coordinator Of Opinion Drafting	Public Defender Legal Assistant
Court Editorial Assistant	Receptionist
Csc Office Assistant	Secretary I
Da Legal Assistant/worthless Check	Secretary II
Da Victim-witness/legal Assistant	Special Counsel Legal Assistant
Deferred Payment Coordinator	Superior Court Judicial Assistant
Deputy Clerk	Superior Court Judicial Assistant I
Deputy Clerk/bookkeeper	Superior Court Judicial Assistant II
District Court Judicial Assistant I	Superior Court Trial Court Coordinator
District Court Judicial Assistant II	Training Coordinator
District Court Trial Court Coordinator	Visitation Monitor
Executive Assistant I	Warehouse Assistant
Executive Assistant II	Warehouse Supervisor

Officials and Administrators

Applications Dev Assistant Admin	Gal Services Administrator
Assistant Director Of Aoc	Human Resources Compensation Manager
Chief Information Officer	Human Resources Manager
Communications Director	Human Resources Officer
Court Programs Administrator	Ids Executive Director
Court Services Administrator	Ids Financial Analyst
Csc Conference Executive Director	Information Technology Manager
Da's Conference Director	Judicial Branch Education Manager
Deputy Chief Information Officer	Judicial Purchasing Officer
Deputy Director	Org Development & Planning Administrator
Deputy Judicial Purchasing Officer	Safety and Health Management
Director Administrative Office Of Courts	Senior Deputy Director Of Aoc
Financial Services Manager I	Sent Serv Regional Admin
Financial Services Manager II	Sentencing & Policy Advis Comm Assoc Dir
Financial Services Officer	Sentencing & Policy Advis Comm Exec Dir
Gal Regional Administrator	Sentencing Services And Contracts Admin

Management Related

Accountant	Instructional Designer
Administrative Services Manager	Instructional Designer/curriculum Spec
Benefits Specialist	Internal Auditing Manager
Budget Analyst	Internal Auditor
Compensation Analyst	Judicial Standards Executive Director
Deputy Director For Research & Training	Procurement Specialist I
Employee Development Consultant	Procurement Specialist II
Employee Relations Specialist	Records Management Specialist
Exec Dir Comm On Professionalism	Recruiting Specialist
Financial Management Analyst	Safety & Health Specialist
Gal Training Administrator	Salary Administration Specialist I
Gal Volunteer Recruiter	Salary Administration Specialist II
Grants Accountant	Setoff Debt Collection Officer
Ids Assistant Director	Special Projects Coordinator
Ids Auditor	Sr. Budget Analyst
Innocence Inquiry Commission Director	Technical Recruiter

Professionals

Access And Visitation Coordinator	Data Protection Coordinator
Administrative Counsel To The Court	Database Administrator
Appellate Defender	Deputy Legal Counsel
Appellate Defender Admin Asst I	Disaster Recovery Coordinator
Appellate Defender Admin Asst II	District Attorney
Applications Analyst Programmer II	District Attorney Admin Asst I
Applications Analyst Programmer III	District Attorney Admin Asst II
Applications Analyst Programmer Spec	District Attorney Admin Asst III
Applications Development Administrator	District Attorney Admin Asst IV
Applications Development Manager	Drug Treatment Court Case Coord
Assistant Appellate Defender	Drug Treatment Court Coord II
Assistant Capital Defender	Drug Treatment Court Coordinator I
Assistant Clerk Of Supreme Court	Drug Treatment Court District Admin
Assistant District Attorney	Emergency Judge
Assistant Juvenile Defender	Family Court Administrator
Assistant Legal Counsel	Family Court Case Coordinator
Assistant Public Defender	Field Support Manager
Assistant Supreme Court Librarian	Fingerprint Records Analyst
Assistant To Special Counsel	Gal Advocacy Specialist
Associate Counsel	Gal Attorney Advocate
Associate Justice Supreme Court	Gal District Administrator I
Audio/Video Technician	GAL Program Specialist II
Automation Support Analyst	GAL Program Specialist I
Automation Support Specialist	Gal Program Supervisor
Business Systems Analyst	Help Desk Administrator
Business Systems Analyst Supervisor	Help Desk Lead
Capital Case Coordinator	Help Desk Specialist
Capital Defender	Help Desk Specialist Senior
Capital Defender Legal Assistant	Ids Legal Associate
Chief Judge Court Of Appeals	Innocence Commission Staff Attorney
Chief Judge District Court	Judge Court Of Appeals
Chief Justice Supreme Court	Judge District Court
Chief Resource Prosecutor	Juvenile Case Manager
Clerk Of Court Of Appeals	Juvenile Court Coordinator
Clerk Of Superior Court	Juvenile Defender
Clerk Of Supreme Court	Lan Architecture Manager
Court Administrator	Lan Support Specialist
Court Programs Specialist I	Lan Support Specialist Supervisor
Court Programs Specialist II	Lan Systems Support Manager
Court Reporting Coordinator	Legal Counsel
Custody And Visitation Mediator I	Legal Research Specialist
Library Technical Assistant	Supreme Court Librarian

Professionals (Continued)

Magistrate	Spanish Interpreter
Mediated Settlement Administrator	Special Counsel
Mental Health Court Case Coordinator	Special Counsel Supervising Attorney
Network Infrastructure Services Manager	Special Judge
Network Systems Administrator	Staff Attorney I
Official Court Reporter	Staff Attorney II
Procedural Help Desk Specialist	Staff Attorney III
Production Support Specialist	Staff Attorney IV
Programs & Special Projects Manager	Staff Court Interpreter
Project Coordinator	Statistical Analyst I
Project Supv Communications And Grants	Superior Court Judge
Public Defender	Supreme Court Reporter I
Public Defender Admin Asst I	Supreme Court Reporter II
Public Defender Admin Asst II	Supreme Court Staff Attorney
Public Defender Admin Asst III	Systems Analyst I
Public Defender Admin Asst IV	Systems Analyst II
Quality Assurance Administrator	Systems Analyst III
Quality Assurance Analyst III	Systems Support Supervisor
Research & Planning Administrator	Technology Advisor
Research And Policy Associate	Telecommunications Manager
Research And Policy Associate Senior	Telecommunications Specialist
Research Assistant I	Telecommunications Specialist Senior
Research Assistant II	Trial Court Administrator
Resource Prosecutor	Victims Assistant
Senior Analyst	Voip Telecommunications Specialist
Senior Resident Superior Court Judge	Wan Engineer I
Senior Systems Programmer	Wan Engineer II
Sent Serv District Admin	Wan Engineer III
Social Worker	

Protective Services

Capital Case Investigator	Innocence Commission Investigator
Da Investigator/worthless Check	Judicial Standards Comm Investigator
District Attorney Investigator	Public Defender Chief Investigator
District Attorney Investigator (GRANT)	Public Defender Investigator

Skilled Craft

Assistant Print Shop Supervisor	Print Shop Supervisor
Facilities Maintenance Coordinator	Printing Equipment Operator

Technicians and Technologist

Ids Research Director

Addendum B: Description of Occupational Categories

DESCRIPTION OF OCCUPATIONAL CATEGORIES

Officials and Administrators: Occupations in which employees set broad policies, exercise overall responsibility for execution of these policies, or direct individual departments or special phases of the agency's operations, or provide specialized consultation on a regional, district or area basis. Includes: department heads, bureau chiefs, division chiefs, directors, deputy directors, controllers, wardens, superintendents, sheriffs, police and fire chiefs and inspectors, examiners (bank, hearing, motor vehicle, warehouse), inspectors (construction, building, safety, rent-and- housing, fire, A.B.C. Board, license, dairy, livestock, transportation), assessors, tax appraisers and investigators, coroners, farm managers, and kindred workers.

Professionals: Occupations which require specialized and theoretical knowledge which is usually acquired through college training or through work experience and other training which provides comparable knowledge. Includes: personnel and labor relations workers, social workers, doctors, psychologists, registered nurses, economists, dietitians, lawyers, systems analysts, accountants, engineers, employment and vocational rehabilitation counselors, teachers or instructors, police and fire captains and lieutenants, librarians, management analysts, airplane pilots and navigators, surveyors and mapping scientists, and kindred workers.

Technicians: Occupations which require a combination of basic scientific or technical knowledge and manual skill which can be obtained through specialized post-secondary school education or through equivalent on-the-job training. Includes: computer programmers, drafters, survey and mapping technicians, licensed practical nurses, photographers, radio operators, technical illustrators, highway technicians, technicians (medical, dental, electronic, physical sciences), police and fire sergeants, inspectors (production or processing inspectors, testers and weighers), and kindred workers.

Protective Service Workers: Occupations in which workers are entrusted with public safety , security and protection from destructive forces. Includes: police patrol officers firefighters,

guards, deputy sheriffs, bailiffs, correctional officers, detectives, marshals, harbor patrol officers, game and fish wardens, park rangers (except maintenance), and kindred workers.

Administrative Support (Including Clerical and Sales): Occupations in which workers are responsible for internal and external communication, recording and retrieval of data and/or information and other paperwork required in an office. Includes: bookkeepers, messengers, clerk-typist, stenographers, court transcribers, hearing reporters, statistical clerks, dispatchers, license distributors, payroll clerks, office machine and computer operators, telephone operators, legal assistants, sales workers, cashiers, toll collectors, and kindred workers.

Skilled Craft Workers: Occupations in which workers perform jobs which require special manual skill and a thorough and comprehensive knowledge of the process involved in the work which is acquired through on-the-job training and experience or through apprenticeship or other formal training programs. Includes: mechanics and repairers electricians, heavy equipment operators, stationary engineers, skilled machining occupations, carpenters, compositors and typesetters, power plant operators, water and sewage treatment plant operators, and kindred workers.

Service-Maintenance: Occupations in which workers perform duties which result in or contribute to the comfort, convenience, hygiene or safety of the general public or which contribute to the upkeep and care of buildings, facilities or grounds of public property. Workers in this group may operate machinery. Includes: chauffeurs, laundry and dry cleaning operatives, truck drivers, bus drivers, garage laborers, custodial employees, gardeners and groundkeepers, refuse collectors, construction laborers, park rangers (maintenance), farm workers (except managers), craft apprentices/trainees/helpers, and kindred workers.

Source: U.S. Equal Opportunity Commission
<http://www.eeoc.gov/employers/eeo4survey/e4instruct.cfm>