



Chris Christie
Governor

Kim Guadagno
Lt. Governor

Allison Blake, PH.D., L.S.W
Commissioner

JOB VACANCY POSTING

POSTING #: 158-16 **ISSUE DATE:** October 17, 2016
TITLE: SENIOR EXECUTIVE SERVICE **CLOSING DATE:** October 31, 2016
FUNCTION: ASSISTANT AREA DIRECTOR
LOCATION: Department of Children and Families (DCF)
 Ocean/Monmouth Area Office
 185 West Route 36
 Monmouth Park Corporate Center 1, Building E
 West Long Branch, NJ 07764
POSITIONS: 1
DISTRIBUTION: DEPARTMENT WIDE **SALARY:** Commensurate with education and experience.

SCOPE OF ELIGIBILITY: Open to employees of the Department of Children and Families as a promotional or lateral opportunity, subject to current promotional and hiring restrictions.

RESPONSIBILITIES

The Assistant Area Director (AAD) is responsible for the roll out and implementation of the Case Practice Model (CPM) which is at the crux of the child welfare reform, Sustainability and Exit Plan (SEP) in New Jersey. The AAD is also responsible for staff development and training within the geographic area of responsibility; ensuring compliance with the annual total training hours for the caseload carrying staff.

REQUIREMENTS

EDUCATION: A Bachelor's degree from an accredited college or university is expected. A Master's degree in social work or related field is preferred.

EXPERIENCE: At least five (5) years of social service experience which should include substantive experience in the management and leadership of social service program, two (2) years of which must be in the title of Supervising Family Service Specialist 1 or higher level title. One (1) year experience as a Local Office Manager (LOM) is required in order to be eligible to apply.

SPECIAL NOTE: Candidate must possess strong managerial experience in addition to sound case practice and social work experience.

LICENSE: Appointee will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

RESIDENCY LAW: Pursuant to N.J.S.A. 52:14-7 (L. 2011, Chapter 70), also known as the "New Jersey First Act," which became effective September 1, 2011, all persons newly hired by the Executive Branch on or after that date shall have one year from the date of employment to establish, and then maintain principal residence in the State of New Jersey. New Jersey State employees hired prior to September 1, 2011 who transfer from within the Executive Branch or from another State of New Jersey appointing authority without a break in service greater than seven days but who reside outside the State of New Jersey are not required to change their principal residence to New Jersey in order to comply with the act.

NOTE: APPLICABLE SPECIAL RE-EMPLOYMENT LIST ESTABLISHED AS A RESULT OF A LAYOFF WILL BE USED BEFORE ANY APPOINTMENTS ARE MADE.

IMPORTANT NOTICE

RESIDENCY - Effective 9/1/11, NJ PL 70 (NJ First Act), requires all State employees to reside in New Jersey, unless exempted under the law, or current employees who live out-of-state and do not have a break-in service of more than 7 calendar days, as they are "grandfathered." New employees or current employees who were not grandfathered and who live out-of-state have one year after the date of employment to relocate their residence to New Jersey or request an exemption. Current employees who reside in NJ must retain NJ residency, unless he/she obtains an exemption. Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.

Electronic Filing:

Forward a cover letter and resume electronically to:
Jennifer.Dowd@dcf.state.nj.us
 Include the Job Posting # in the subject line of your email.

Alternate Filing:

If unable to file electronically, applicants may forward a cover letter and resume (including Job Posting #) to:
Linda M Dobron, Executive Director of Human Resources
Department of Children and Families
Office of Human Resources
P.O. Box 717
Trenton, NJ 08625-0717