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Governor

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Lt. Governor

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Commissioner

**POSTING #:** 046-23 **ISSUE DATE:** January 26, 2023

**TITLE:** **GOVERNMENT REPRESENTATIVE 2 (UNCLASSIFIED)** **CLOSING DATE:** February 9, 2023

**FUNCTIONAL TITLE:** **COMMUNITY ALIGNMENT MANAGER**

**LOCATION:** Department of Children and Families (DCF)  
Division of Family and Community Partnerships  
Universal Home Visiting (UHV)  
50 East State Street  
Trenton, NJ 08625

**POSITIONS:** 1

**DISTRIBUTION:** STATE-WIDE **SALARY:** Commensurate with education and experience.

**SCOPE OF ELIGIBILITY:** Opportunities subject to current promotional and hiring restrictions.

**SPECIAL NOTE:** This position may be eligible to work remotely for up to two days in a calendar week.

**SPECIAL NOTE:** Occasional travel, primarily within the State of New Jersey, will be required for this position.

Be a part of a groundbreaking program which will change the long-term health and well-being for New Jersey families and reduce disparities in maternal and child health!

The Department of Children and Families (DCF) is seeking a skilled manager for its newly established Universal Home Visiting (UHV) program. DCF is currently in the planning stage for this program which will be available to all New Jersey families who have recently had a baby, adopted a newborn, or began fostering a newborn, as well as parents experiencing a stillbirth. Families that participate in the Universal Home Visiting Program will receive a visit with a registered nurse or advanced practice nurse in the comfort of their home at no cost to the family. Nurses will provide maternal and newborn health assessments to ensure everyone's well-being, provide information on infant care, support for those breastfeeding, and help with getting connected to resources that families may need to adjust to life with a newborn. New Jersey will be only the second state in the nation to offer such a program to its residents

The Community Alignment Manager will utilize content-based knowledge, strong management skills and creativity to serve as a visionary implementer of the Community Alignment portion of this innovative new program. Community Alignment focuses on developing community resources for families served by the UHV program, based on local needs, and promoting the program with local prenatal and pediatric providers. Each county will have a contracted Community Alignment Specialist stationed at the local Connecting NJ hub. Community Alignment Specialists align people, processes, and supporting technologies within each hub, allowing UHV nurses to seamlessly refer families to supportive resources to improve family health and well-being. The Community Alignment Manager will oversee this network of Community Alignment Specialists and serve as the state's expert on Community Alignment.

The Community Alignment Manager will report to the Universal Home Visiting Program Director and join the team within the Office of Early Childhood Services (OECS), which is part of DCF's Division of Family and Community Partnerships. DCF is one of the nation's premier child and family serving agencies. The Division of Family and Community Partnerships oversees a full continuum of primary, secondary, and tertiary prevention programming executed by community providers, all focused on preventing child maltreatment and improving child and family well-being. UHV will join this continuum of services to advance DCF's mission of keeping all New Jersey residents safe, healthy and connected.

**Responsibilities of this position include:**

- Provide expertise, direction, and coordination for UHV Community Alignment activities
- Ensure Community Alignment services are delivered in adherence with the evidence-based model
- Plan, develop and implement services with input from stakeholders, the evidence-based model developer, and agency leadership
- Provide technical assistance to Connecting NJ hubs related to program delivery and model adherence
- Coordinate teams of appropriate staff and stakeholders to develop policies and priorities for a culturally competent program responsive to the needs of New Jersey residents
- Serve as the technical expert related to Community Alignment in state-level home visiting work. Training in the evidence-based model being utilized will be provided to the selected candidate.

- Partner with other OECS staff who provide oversight to Connecting NJ hubs, ensuring Community Alignment work is integrated within the overall fabric of the hubs, and that the joint Community Advisory Board is serving both Connecting NJ needs as well as those of the UHV program.
- Lead the development of implementation guidelines, standards and trainings related to Community Alignment.
- Collaborate with others in the maternal child health space to integrate UHV into New Jersey's established system of early childhood services using skills in consensus building, collaboration, mediation, and strategic planning.
- Participate in the Advisory Group for the program and other workgroups and advisory boards
- Work closely with DCF staff, program evaluator, model developer, and local community partners in developing, implementing, and evaluating the UHV program.
- This position is based in Trenton, NJ with possibility of teleworking two days per week.
- Occasional in-state travel will be required for this position.

## REQUIREMENTS

**EDUCATION:** Graduation from an accredited college or university with a Master's degree in either Social Work, Public Administration, Public Health, or a related field.

**EXPERIENCE:** Successful candidates will have at least seven (7) years of experience in health or social services programs serving pregnant women or families with young children, with at least two (2) years in a supervisory or management capacity required. Experience in stakeholder and community engagement as well as experience using data to manage and inform programs is required.

The preferred candidate shall possess the following:

- Experience in continuous quality improvement or monitoring
- Experience in policy development and program implementation
- Experience in home visiting program models or service delivery in maternal and child health
- Experience within New Jersey strongly preferred

## SKILLS:

- Demonstrated skills in leadership and relationship building, as well as the ability to collaborate effectively with peers and with stakeholders both within and outside one's organization.
- Competency in areas including: leading innovative initiatives in a transparent and inclusive way; strategic thinking and planning; understanding of culturally competent practices; collaboration and teamwork; managing to results; writing and presentation skills; partnership development; ability to effectively lead and work in a multi-disciplinary team, including contractors; strength in building consensus.

**RESUME NOTE:** Eligibility determinations will be based upon information presented on the resume only. Applicants who possess a degree from a college or university outside the United States must provide an evaluation of one's transcripts from a recognized evaluation service at the time of submission by the above closing date. Failure to do so may result in your ineligibility.

**LICENSE:** Appointees 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.

**SAME APPLICANTS:** If you are applying under the NJ "SAME" program, your supporting documents (Schedule A or B letter), must be submitted along with your resume by the closing date indicated above. For more information on the SAME Program visit their Website at: <https://nj.gov/csc/same/overview/index.shtml> , email: [SAME@csc.nj.gov](mailto:SAME@csc.nj.gov) , or call CSC at (833) 691-0404.

## 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 as a **single PDF document**, saving the file by your **Last Name, First Name** to:

[Job.Posting@dcf.nj.gov](mailto:Job.Posting@dcf.nj.gov)

Include the **Job Posting #** in the subject line of your email.

The Department of Children and Families is an Equal Employment Opportunity Employer and is committed to fostering a respectful and inclusive work environment which reflects the diversity of the state we serve.