



# NEW JERSEY DEPARTMENT OF CHILDREN AND FAMILIES

**Philip Murphy**  
Governor

**Sheila Y. Oliver**  
Lt. Governor

**Christine Norbut Beyer, MSW**  
Commissioner

## JOB VACANCY POSTING

<b>POSTING #:</b>	387-22	<b>ISSUE DATE:</b>	September 16, 2022
<b>TITLE:</b>	<b>DEPUTY DIRECTOR (UNCLASSIFIED)</b>	<b>CLOSING DATE:</b>	September 30, 2022
<b>LOCATION:</b>	Department of Children and Families (DCF) Family and Community Partnerships 50 East State Street Trenton, NJ 08625		
<b>POSITIONS:</b>	2		
<b>DISTRIBUTION:</b>	STATE WIDE	<b>SALARY:</b>	Commensurate with education and experience

**SCOPE OF ELIGIBILITY:** Opportunities are 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.

The NJ Department of Children and Families seeks a dynamic, creative leader with a track record in change management and social service innovation to serve as Deputy Director for the Division of Family and Community Partnerships. The Deputy Director will assist in providing oversight of offices within the Division including the Office of Early Childhood Services, the Office of Family Support Services, the Office of Family Preservation and Reunification, and the Office of Housing. These Offices collectively provide a range of primary, secondary, and tertiary prevention services to reduce child maltreatment and increase family and child well-being.

This position is an integral member of the leadership team for DCF, one of the nation's premier child and family serving agencies responsible for the State's child welfare and child protection systems, NJ's innovative system to provide treatment and allied services to support children with significant behavioral health challenges and/or intellectual or developmental disabilities (NJ Children's System of Care), and NJ's statewide network of domestic violence and sexual assault programming.

Alongside the Assistant Commissioner of the Division of Family & Community Partnerships and in partnership with the other Divisions and Offices in the Department, the Deputy Director will utilize content-based knowledge, strong management skills and creativity to:

- Oversee the ongoing operation of the offices within the division while simultaneously leading and supporting the offices and its team members through significant change to:
  - Collaborate with Divisions and Offices across the Department to establish and implement a meaningful prevention agenda based in prevention science and best practices.
  - Align the Division's array of programs and services with the Department's vision of ensuring that all New Jersey residents are safe, healthy, and connected.
  - Move from the provision of downstream programs and services to families already involved with the Department of Children and Families to an upstream offering designed to strengthen families, keep children safely at home, and reduce the need for department involvement.
  - Maintain alignment of division programs with the department priorities of race equity, healing centered practice, protective factors framework, family voice, and a culture of safety.
  - Undertake capacity-building within the division to strengthen the management team and create a culture of quality and consistency across offices.
- Develop and oversee an in-depth process to review the division's current array of programs and services to determine relevance/need, quality, and service gaps.
- Partner with the other DCF Divisions to develop a short-term plan to better align the Office's array of programs and services with the Department's vision and the presenting needs of children and families.

- Assess division staff training needs and readiness for change.
- Lead a divisional effort to create a framework, including logic model and theory of change, that articulates the desired intermediate and long-term outcomes for the families, children, and communities served by the Division of Family and Community Partnerships.
- Use these foundational materials to contribute to a long-term strategic plan for the prevention in child welfare that aligns with the department strategic plan.
- Create strong collaborative partnerships internally at the Department of Children and Families as well as with key state agencies and non-profit service and advocacy organizations invested in the well-being of children, families, and communities.
- Other duties as assigned

## REQUIREMENTS

**EDUCATION:** A master's degree from an accredited college in industrial or organizational psychology, business or public administration, operations research, labor relations, social work, or a closely related field.

**EXPERIENCE:** At least 5 years of satisfactory full-time professional experience in an executive, managerial, or administrative capacity managing large-scale work in one or a combination of the following: supervising direct social service or health care delivery in public or private organizations, preferably ones that provide services through a mix of contracted and internal services; design and implementation of new social service models or programs.

### SKILLS:

- Demonstrates skills in leadership, organizational development, financial management and human resources, as well as the ability to collaborate effectively with peers and with stakeholders within and outside of government.
- Competency in areas including: Designing and leading innovative initiatives in a transparent and inclusive way that builds on team assets; change management; participatory community planning; strategic thinking and planning, collaboration and teamwork, holding people accountable, developing others, managing to results, research / data analysis skills, writing and presentation skills, partnership development, ability to effectively lead and work in a multi-disciplinary team; build consensus.
- Strong Microsoft office skills, including PowerPoint and Excel, and strong spoken and written communications skills.

**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.

**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 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.**