



PHIL MURPHY
Governor

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Lt. Governor

State of New Jersey
Office of the Public Defender
Human Resources
25 Market Street, 1st Floor
P.O. Box 850
Trenton, New Jersey 08625-0850

JENNIFER N. SELLITTI
Public Defender

April 26, 2024

Statewide Announcement
JOB OPPORTUNITY ANNOUNCEMENT
NUMBER: #2024-025
CLOSING DATE: May 20, 2024

POSITION: Director, Division of Mental Health Advocacy
(Unclassified) M-41

LOCATION: Office of the Public Defender
PD MANAGEMENT
25 Market Street
Trenton, New Jersey 08625

SALARY: \$195,000.00 Annually

DEFINITION: The Director of Mental Health Advocacy is responsible for OPD's legal representation in cases involving mental health across agency practice areas. Under the direction of the Public Defender, supervises the Division of Mental Health Advocacy which provides legal representation and medical consultation for indigent mental hospital admittees concerning the admittee's admission to, retention in, or release from confinement in a hospital, institution of facility or concerning a class action on behalf of mental hospital admittees; does related work as required. The Director will also oversee the provision of legal services in criminal mental health courts, Krol hearings, competency hearings, etc. Moreover, the director will ensure mental health services are integrated into holistic defense teams. An ideal candidate will have extensive knowledge of mental health proceedings and experience/knowledge in criminal and child welfare law.

RESPONSIBILITIES:

- Supervises the Division of Mental Health Advocacy.
- Collaborates with Deputies of all Public Defender Trial Regions with regard to mental health criminal courts, mental health evaluations, clients who have been determined to be not guilty by reason of insanity, clients who are alleged to be incompetent to stand trial, and all other mental health issues associated with the defense of Public Defender clients.
- Oversees OPD's involvement in criminal mental health courts. Works to access grant funding for mental health programming.
- Works to develop legislation and comment on legislation that impacts OPD clients.
- Builds community partnerships with service providers, organizations, and advocacy groups.
- Gives general direction and specific direction when required, to Deputies, Assistant Deputies and other attorneys functioning on the in mental health courts or other regional assistance when requested across agency units.
- Assists the Public Defender in developing policies and in executing, enforcing, and interpreting such policies especially as they relate to mental health courts or competency issues.
- Participates in the personnel processes of appointing, removing, transferring, demoting and disciplining such employees as may be required for the proper conduct of the Office of the Public Defender.
- Assists the Public Defender in formulating rules and regulations for the efficient conduct of the work and general administration; takes the lead in investigation and enforcement of such rules and regulations.
- Approves mental health experts across agency units, retains such other expert assistants by contract when necessary.

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Director, Division of Mental Health Advocacy

- Assigns cases to staff attorneys or to attorneys hired on a contract basis calculated to provide competent representation in the light of the nature of the case, the services to be performed, the experience of the particular attorney and other relevant factors.
- Coordinates all divisional activities with other governmental or private agencies.
- Counsels staff or contract attorney and establishes operating programs for representing mental hospital admittees, individually or as a class.
- Directs the preparation of and prepares correspondence in the course of official duties.
- Gives speeches to interested groups as required concerning the operations and responsibilities of his division.
- Directs the preparation of and prepares clear, technically sound, accurate and informative statistical, legal progress and other reports containing findings, conclusions and/or recommendations.
- Directs the establishment and maintenance of essential division records, reports, and files.

EDUCATION: Graduation from an accredited college with a law degree.

EXPERIENCE: Eight (8) years of high level legal and administrative experience in government or the private sector or equivalent skills. Prior experience in mental health law. Must be a member of the bar of the State of New Jersey.

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.

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 the website at: <https://nj.gov/csc/same/overview/index.shtml>, email: SAME@csc.nj.gov, or call CSC at (609) 292-4144, option 3.

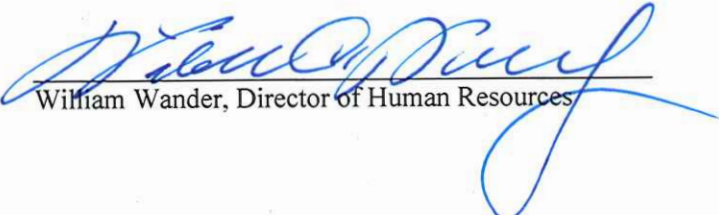
***Special Note:** This position may be eligible to work remotely for up to two days in a calendar week.*

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 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.

RESUME SUBMITTAL: Candidates possessing the requirements listed above, should forward a current resume and cover letter via email to OPD.Recruitment@opd.nj.gov. (Note: Include the announcement number and title in the subject line) to:

William Wander, Director of Human Resources
Human Resources
Office of the Public Defender
P.O. Box 850
Trenton, NJ 08625-0850

JOB POSTING AUTHORIZED BY:


William Wander, Director of Human Resources