



VACANCY ANNOUNCEMENT



Posting #: 2023-103		Issue Date: 4/24/2023		Closing Date: 5/12/2023	
Title: Governor’s Fellow		Range/Title Code: X98/90221		Salary: \$75,000.00	
Unit Scope: Statewide Public/Private		Location: Division of Workforce Development, Office of Apprenticeship, 1 John Fitch Plaza, Trenton, New Jersey 08625		Workweek: NL	# Vacancies: 1

Job Description

The Division of Workforce Development, Office of Apprenticeship, is committed to developing a 21st century apprenticeship model that drives economic development through skills and educational attainment by developing and strengthening apprenticeship programs throughout the state and increasing opportunities for both youth and adults. The Office serves as the primary contact and technical resource for employers, educational institutions, trade associations, and current/future apprentices for all statewide New Jersey Apprenticeship Network (NJAN) initiatives.

The ideal candidate will develop the framework for the program while building key partnerships with state and local stakeholders. Additional duties include, but are not limited to:

- Develop collaborative partnerships with interagency policy officers, subject matter experts and government officials;
- Research public sector careers and industries and make recommendations regarding apprenticeship/pre-apprenticeship opportunities in keeping with the New Jersey Apprenticeship Network (NJAN);
- Research the alignment of secondary, post-secondary, adult education, and occupational training to meet public employment labor demands unique to New Jersey and to address earning college credits through apprenticeship;
- Advise NJDOL and, in partnership with Civil Service Commission (CSC), executive and senior leadership on apprenticeship policy and program development.

Civil Service Commission Requirements (Education/Experience/Licenses)

Open to individuals who meet the requirements listed below:

EDUCATION: Graduation from an accredited college or university with a master’s degree.

EXPERIENCE: Combination of established excellence in academics and/or professional achievement; proven leadership ability and potential for further growth; demonstrated commitment to public service; effective written communication skills as demonstrated by writing assignment; evidence of effective teamwork.

NOTE: Applicants may utilize college credits in combination with the indicated experience to meet the job requirements. These credits will be applied on a year-for-year basis with thirty (30) semester hour credits being equal to one (1) year of experience.

RESUME NOTE: Eligibility determinations will be based only upon information presented on the resume along with other supporting documents. Applicants who possess a degree from a college or university outside the United States must provide an evaluation of the transcripts from a recognized evaluation service at the time of submission. 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, or call CSC at (833) 691-0404.

TO APPLY

If you qualify, **please submit a letter of interest and your resume (including the best contact number and email address)** to the email address listed below. Your submission **must** be received by the closing date and include the job posting number.

EMAIL:

Human Capital Strategies
Recruitment Unit

LWDJobPostings@dol.nj.gov

Subject line must include the specific job posting number.

This is not a promotional announcement for a Civil Service Examination.

This posting may result in personnel actions which will require final approval by the Department of Labor and Workforce Development and the Civil Service Commission in accordance with Civil Service Commission rules and regulations.

**This job posting is authorized by the Department of Labor and Workforce Development,
Division of Human Capital Strategies.**

- Newly hired employees must agree to a thorough background check that may include fingerprinting.
- Any appointments made from postings, which involve movement between unit scopes, may result in a forfeiture of rights to any promotional list in a former unit scope.
- As of September 2010, in accordance with N.J.S.A. 52:14-7, the "New Jersey First Act," all new employees must reside in the State of New Jersey, unless exempted under the law. If you do not live in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey, or to secure an exemption.
- Work Authorization: Applicants must be authorized to work in the United States according to the Department of Homeland Security, United States Citizenship and Immigration Services regulations. NJDOL does not provide sponsorship or accept student OPT/CPT programs, F1 or H1B work authorization visas.

The New Jersey Department of Labor and Workforce Development is an Equal Opportunity/Affirmative Action Employer.