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Governor

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Lt. Governor

State of New Jersey
DIVISION OF ADMINISTRATION
DEPARTMENT OF LAW AND PUBLIC SAFETY
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GURBIR S. GREWAL
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Acting Administrator

January 24, 2020
NOTICE OF VACANCY
#20-06

An opportunity currently exists in the unclassified service with the Department of Law and Public Safety, Juvenile Justice Commission, for applicants who meet the requirements specified below:

TITLE: Deputy Executive Director, Operations

SALARY: \$125,000.00 to \$143,750.00

LOCATION: Juvenile Justice Commission
Office of the Executive Director
1001 Spruce Street, Suite 202
Trenton, NJ 08625

NUMBER OF POSITIONS AVAILABLE: One (1)

The Juvenile Justice Commission (JJC) is seeking a reform-minded individual, who, under the direction of the Executive Director, will serve as the advisor to the Executive Director on all Operational matters; requires management and substantial leadership experience, including responsibility for running secure and/or residential programs serving youth, supervising large numbers of staff, and implementing substantial policy and practice changes designed to improve outcomes for young people.

DUTIES: Under the direction of the acting Executive Director, Juvenile Justice Commission, responsibilities will include, but are not limited to, designing and directing new programs and initiatives in line with the agency's vision and mission; supervising a large scale workforce, responsible for diverse aspects of agency operations, including secure care, parole, gang management, transitional services, and classification, among other areas; advising the Executive Director on matters affecting the agency, including budgetary, personnel, and programming needs; and using data to develop programs, policies, and regulations and to monitor and evaluate their impact; performs other related duties as required.

REQUIREMENTS:

EDUCATION: Graduation from an accredited college or university with a Bachelor's degree.

NOTE: Applicants who do not possess the required education may substitute additional experience as indicated on a year-for-year basis with thirty (30) semester hour credits being equal to one (1) year of experience.

EXPERIENCE: Six (6) years of managerial experience in public administration.

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 essential duties of the position.

SPECIAL NOTE: Under Provisions of N.J.S.A. 52:13D-21(n), the selected appointee is required to produce a Financial Disclosure Statement (FDS) no later than May 15th of each year.

RESUME NOTE: Eligibility determinations will be based upon information presented in resume only. Applicants who possess foreign degrees (degrees earned outside of the U.S.) are required to provide an evaluation indicating the U.S. equivalency prior to the closing date. Failure to do so may result in your ineligibility

If qualified, please send a cover a cover letter indicating interest in job vacancy #20-06 and a current resume on or before the closing date of February 24, 2020 to:

Recruitment Officer
jjcrecruitment@jjc.nj.gov

-OR-

Juvenile Justice Commission
Office of Human Resources
Recruitment Officer
P.O. Box 107, Trenton, NJ 08625-0107

The "New Jersey First Act," N.J.S.A. 52:14-7 (L. 2011, Chapter 70), requires new public employees to reside in the State of New Jersey within one (1) year of employment.

The Department of Law and Public Safety is an Equal Opportunity Employer and is committed to inclusive hiring and dedicated to diversity in our staff. We strongly encourage people from all groups and communities to apply.

