



State of New Jersey

DIVISION OF ADMINISTRATION
DEPARTMENT OF LAW AND PUBLIC SAFETY
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TRENTON, NJ 08625-0081

PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
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MATTHEW J. PLATKIN
Acting Attorney General

WILLIAM H. CRANFORD
Chief Administrative Officer

August 10, 2022
NOTICE OF JOB VACANCY
#22-436

A temporary employment services opportunity currently exists with the Department of Law & Public Safety, New Jersey Coordinator of Addiction Responses and Enforcement Strategies, for applicants who meet the requirements specified below:

TITLE: Special Services
(Hourly Training Technician)
SALARY: \$36.39 to \$41.48 per hour
LOCATION: New Jersey Coordinator for Addiction Responses and Enforcement Strategies
124 Halsey Street, 5th Floor
Newark, New Jersey 07102
(*Statewide travel required for work responsibilities*)

NUMBER OF POSITIONS AVAILABLE: One (1)

DUTIES: Under the limited supervision of a supervisory official within the Office of the New Jersey Coordinator for Addiction Responses and Enforcement Strategies (NJ CARES), will be responsible for assisting a designated Program Manager with overseeing, implementing, and evaluating the Childhood Trauma Response Initiative. The Childhood Trauma Response Initiative is a collaboration between the Office of the New Jersey Attorney General, Division of Children and Families, and Division of Mental Health and Addiction Services to do the following: Engage local stakeholders (law enforcement, EMS, OORPs, Local County Health Departments and providers, CSOC, etc.) in an assessment of existing local processes of connecting children and caregivers impacted by addiction to recommended services; identify local systems of care and what changes, if any, are needed in the local community processes that would increase connection of children and families that are impacted by addiction to services; determine who, including but not limited to: law enforcement, would need to be educated or trained on the ideal procedures; design and deliver the training/education campaign that instructs law enforcement and local stakeholders about how to interact with families impacted by addiction, access the systems of care, and make any needed changes to local processes; and assess the impact of the educating/awareness work on the desired outcomes. This person would be responsible for assisting the Program Manager of the Childhood Trauma Response Initiative with the following duties: 1. Helping to Identify and meet with public safety and public health stakeholders in select pilot municipalities to engage and understand community needs, including becoming familiar with and mapping out community resources and how systems of care interact with each other; 2. Helping to Build partnerships with community-based providers and available services for children and families; 3. Helping to create education/training curriculums for each local police department and local stakeholders in each pilot municipality that teaches attendees how to recognize traumatic situations for children, engage with a family impacted by addiction, refer children and caregivers to services, and make necessary changes to local processes; 4. Helping to Deliver training and education to law enforcement and local stakeholders in each pilot municipality as needed according to the approved curriculums; 5. Helping to Create outreach materials to distribute to families during interactions with first responders; 6. Helping to Create performance measures and evaluation procedures for each pilot municipality; 7. Helping to survey law enforcement and local stakeholders over a year time period after the training to assess training outcomes and provide additional training as needed; and 8. Helping to Document and manage program planning, implementation, and outcomes.

REQUIREMENTS

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

EXPERIENCE: Three (3) years of experience in work involved in planning and carrying out training programs of varied types, such as employee training, adult education, and/or group education; or three (3) years of teaching experience in elementary school through college which shall have included curriculum development and/or the organization of learning programs.

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

NOTE: A Master's degree in Education or a related field may be substituted for one (1) year of the required experience.

LICENSE: Appointees will be required to possess a driver's license valid in New Jersey.

SPECIAL NOTE: Special Services positions are filled on a part-time, temporary basis during normal business hours. Candidates appointed to a Special Services title will be limited to 944 work hours in a fiscal year.

PREFERENCE: Preference will be given to candidates with experience in providing training and education to local communities, background in law enforcement, child protection, or addiction treatment or support, demonstrated background in addiction and recovery work, and with lived experience in addiction.

Appointees will be required to be compliant with all Executive Orders (EO), mandates, policies, and directives related to Covid-19, including testing and vaccinations, and including but not limited to EO 252 (Murphy), EO 283 (Murphy) and/or EO 290 (Murphy).

All offers of employment are conditional subject to the applicant agreeing to and then passing a background check that may include fingerprinting.

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 letter indicating interest in job vacancy announcement #22-436 and a current resume on or before the closing date of September 10, 2022:

Recruitment Coordinator
LPS.Humanresources@njoag.gov

-OR-

Recruitment Coordinator
Division of Administration
P.O. Box 081, Trenton, NJ 08625-0081

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.

