



State of New Jersey

PHILIP D. MURPHY
Governor

DIVISION OF ADMINISTRATION
DEPARTMENT OF LAW AND PUBLIC SAFETY
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WILLIAM H. CRANFORD
Chief Administrative Officer

September 28, 2022
NOTICE OF JOB VACANCY
#22-506

This is a repost of vacancy #22-162; previous applicants need not reapply.

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

TITLE: Community Program Specialist, Juvenile Justice Commission

SALARY: \$53,050.20 to \$74,905.98

LOCATION: Juvenile Justice Commission
Office of Local Programs – Court Liaison Unit
Sussex County Probation Department
43-47 High Street
Newton, NJ 07860
Statewide travel required for work responsibilities.

NUMBER OF POSITIONS AVAILABLE: One (1)

DUTIES: Under close supervision of a supervisory official within the Juvenile Justice Commission, will screen and place appropriate, adjudicated youth referred by Superior Court Juvenile Judges in programs operated by and/or available to the Juvenile Justice Commission; advocates for the diversion of youth who are not appropriate for Juvenile Justice Commission placement; contribute to the overall development of local juvenile justice programs and services through participation in County Youth Services Commissions and other planning bodies and by monitoring programs and reviewing plans and applications; perform other duties as required. This position will provide coverage as a court liaison for Sussex and Warren County but may be required to assist in other counties, as needed, for operational effectiveness; as such travel is required to perform the essential duties of this position.

REQUIREMENTS

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

EXPERIENCE: One (1) year of program delivery experience in providing education, rehabilitative, or social services in programs for juveniles with emotional, social, or behavioral problems.

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.

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

PREFERENCE: Preference will be given to candidates who have completed coursework in the area of juvenile justice and/or youth development.

SPECIAL NOTE: Appointment to this title may be made provisionally, pending the outcome of an open-competitive examination (PAOC). If selected for the position and appointed PAOC, you will be required to apply for the open-competitive examination, when issued by the Civil Service Commission for this title, pass and be reachable on the resulting eligible list to become permanent in the position. Appointees who fail to be reachable on the resulting CSC eligible list are subject to removal.

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.

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

If qualified, please send a cover letter indicating interest in job vacancy announcement #22-506 and a current resume on or before the closing date of October 12, 2022 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.

