



# NEW JERSEY DEPARTMENT OF CHILDREN AND FAMILIES

**Philip Murphy**  
Governor

**Tahesha L. Way, Esq.**  
Lt. Governor

**Christine Norbut Beyer, MSW**  
Commissioner

## JOB VACANCY POSTING

**POSTING #:** 231-24 **ISSUE DATE:** May 24, 2024

**TITLE:** **GOVERNOR'S FELLOW (UNCLASSIFIED)** **CLOSING DATE:** June 7, 2024

**LOCATION:** Department of Children and Families  
Division of Family and Community Partnerships  
50 East State Street  
Trenton, NJ 08625

**POSITIONS:** 1 **RANGE:** X98

**DISTRIBUTION:** STATE-WIDE **SALARY:** \$75,000.00

**SCOPE OF ELIGIBILITY:** Opportunities subject to current promotional and hiring restrictions

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

The Department of Children and Families seeks a Fellow for a 12-month commitment in the Division of Family and Community Partnerships. Reporting to the Division's Assistant Commissioner, and working closely with the Division's Deputy Directors and leadership, the Fellow will participate in or lead efforts to strengthen and enhance prevention programs designed to address youth mental health and wellness.

The Division provides a range of programs including NJ4S, School-Linked Services (School Based Youth Services Programs, Family Friendly Centers, 5 health centers associated with SBYSPPs, prevention of juvenile delinquency programs, Parent Linking Program for pregnant and parenting students, and the Adolescent Pregnancy Prevention Initiative), and Family Success Centers, among others.

The Fellow will make substantive contributions working in conjunction with Division staff and other key collaborators to:

- Develop data reports from NJ4S and SBYSPP information systems, or through qualitative discussion with hubs and SBYSPPs, that will facilitate an understanding of how well the programs are meeting goals. This includes analysis related to gaining an understanding of the nature and extent to which the programs connect students and caregivers to community resources.
- Develop a rubric to assess and systematically understand and report on the ability of the hubs to create community linkages for students/caregivers through literature review, information system data and qualitative discussion/interviews with NJ4S hubs and FCP program leads.
- Review the range of youth and family-related programs through Family Success Centers to recommend strategies that strengthen FSC programs to address youth mental health through youth and parent/caregiver engagement.
- Participate in additional activities that contribute to a unified approach across Division Offices and programs to support youth mental health prevention efforts.

**DEFINITION:** As a participant in the Governor's Fellowship Program, under the close supervision of a cabinet member or other executive official in a State department, institution, or agency, in a learning environment, assists in the performance of the routine functions involved in the formulation and implementation of policies relating to modern government administrative practices and procedures and their practical application; does other related duties as required.

**REQUIREMENTS:** Graduation from an accredited college or university with a Master's degree and a 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 upon information presented on the resume only. Applicants who possess a degree from a college or university outside the United States must provide an evaluation of one's transcripts from a recognized evaluation service at the time of submission by the above closing date. 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.

**PUBLIC SERVICE LOAN FORGIVENESS:** As a prospective employee of the State of New Jersey, you may be eligible for federal loan forgiveness programs and state repayment assistance programs. For more information, please visit the U.S. Department of Education's website at [StudentAid.gov/PSLF](http://StudentAid.gov/PSLF).

**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: [CSC-SAME@csc.nj.gov](mailto:CSC-SAME@csc.nj.gov), or call CSC at (609) 292-4144, option 3.

**NOTE:** APPLICABLE SPECIAL RE-EMPLOYMENT LIST ESTABLISHED AS A RESULT OF A LAYOFF WILL BE USED BEFORE ANY APPOINTMENTS ARE MADE.

### **IMPORTANT NOTICE**

**RESIDENCY** - Effective 9/1/11, NJ PL 70 (NJ First Act), requires all State employees to reside in New Jersey, unless exempted under the law, or current employees who live out-of-state and do not have a break-in service of more than 7 calendar days, as they are "grandfathered." New employees or current employees who were not grandfathered and who live out-of-state have one year after the date of employment to relocate their residence to New Jersey or request an exemption. Current employees who reside in NJ must retain NJ residency, unless he/she obtains an exemption. Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.

### **Electronic Filing:**

Forward a cover letter and resume as a **single PDF document**, saving the file by your **Last Name, First Name** to:

[Job.Posting@dcf.nj.gov](mailto:Job.Posting@dcf.nj.gov)

Include the **Job Posting #** in the subject line of your email.

The Department of Children and Families is an Equal Employment Opportunity Employer and is committed to fostering a respectful and inclusive work environment which reflects the diversity of the state we serve.