



## JOB VACANCY POSTING

<b>POSTING #:</b>	127-23	<b>ISSUE DATE:</b>	March 13, 2023
<b>TITLE:</b>	<b>ASSISTANT DIRECTOR OF THE NJ RESILIENCE INSTITUTE (UNCLASSIFIED)</b>	<b>CLOSING DATE:</b>	March 27, 2023
<b>LOCATION:</b>	Department of Children and Families (DCF) Office of Resilience 50 East State Street Trenton, NJ 08625		
<b>POSITIONS:</b>	1		
<b>DISTRIBUTION:</b>	STATE-WIDE	<b>SALARY:</b>	Commensurate with education and experience
<b>SCOPE OF ELIGIBILITY:</b> Opportunities are subject to current promotional and hiring restrictions.			
<b>SPECIAL NOTE:</b> This position may be eligible to work remotely for up to two days in a calendar week.			

*We practice excellence with humility.*

The efforts of the Resiliency Institute are underpinned by top-notch training and community development, to support everyone and every community throughout the state during these times and beyond. The goals of the Resiliency Institute are to further the established NJ Resilience Action Plan goals: (1) help children and families in New Jersey reach their full potential by growing and developing in relationships that are safe, healthy, and protective; (2) reduce ACE scores in future generations; (3) develop and resource programs and services based on what we learn, rather than focusing on rigid metrics of success or failure; and (4) look at solutions based on community input that address root causes rather than symptoms. This plan has as its underlayment the seven principles Ungar outlines from the research. Resilience occurs in contexts of adversity; it's a process; it includes the existence of trade-offs between systems; they are open, dynamic, and complex systems; they promote connectivity; demonstrates experimentation and learning; and includes diversity, redundancy, and participation.

### **RESPONSIBILITIES:**

- Develops and manages the virtual technical assistance center, *Healing NJ Together* (HNJT) to support community training, community convening, and strategic partnerships and self-healing communities, all informed by positive and adverse childhood experiences (PACES) science.
- Applies trauma-informed principles of the Community Resilience Model to support self-healing communities of practice in NJ-based businesses, non-government organizations, and systems that are responsible to provide interventions and treatment to trauma-impacted individuals
- Coordinates the NJ PACES Task Force to cultivate conditions for cross sector collaboration.
- Collaborates with the executive director to design a system of training for healing centered engagement and trauma-responsiveness.
- Takes lead in grant application processes that support NJ becoming a trauma-informed, healing-centered engagement state.

- Assists with revision and implementation of the statewide (P)ACEs action plan/strategic plan, aligning Team initiatives to strategic plan goals, holds Team accountable to project target dates, and identifying barriers to meeting deadlines.
- Collaborates with the Analytics and Systems Improvement Unit, to track and pace the OoR strategic plan, including initiatives' data collection/analysis.
- Conducts research relative to peer institutions – U.S. state trauma-informed initiatives
- In the absence of the executive officer attends meetings and conferences on behalf of the Team.
- Monitors current and proposed legislation, aligning with healing-centered engagement/trauma-informed care, to identify opportunities for advocacy.

**Abilities and Skills:**

- Ability to function well in a team environment
- High level of emotional intelligence, empathy highly desirable
- Bilingual in Spanish and English highly desirable
- Familiarity with Positive and Adverse Childhood Experiences science and practice highly desirable

**EDUCATION:** Graduation from an accredited college or university with a bachelor's degree. A Master's degree in Social Work or related field is preferred.

**EXPERIENCE:** Six (6) years of experience in a public or private organization involved in programs providing either social/community, medical/health, rehabilitation/education, or vocational/occupational services to a specific client population (mentally/physically handicapped, developmentally disabled, juvenile offenders, socially/economically disadvantaged), OR six (6) years of experience as an administrator involving planning, budgets and administration of programs in a large public or private agency, three (3) years of which shall have been in a supervisory capacity.

**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.

**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](mailto:SAME@csc.nj.gov), or call CSC at (833) 691-0404.

**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.**