



PHIL MURPHY
Governor

TAHESHA WAY
Lt. Governor

State of New Jersey
Office of the Public Defender
Human Resources
25 Market Street, 1st Floor
P.O. Box 850
Trenton, New Jersey 08625-0850

JENNIFER N. SELLITTI
Public Defender

July 1, 2024

Statewide Announcement
JOB OPPORTUNITY

ANNOUNCEMENT NUMBER: #2024-034

CLOSING DATE: July 17, 2024

OPEN TO: Anyone who meets the education and experience requirements listed in the announced title.

POSITION: Governor's Fellow
(Unclassified)

LOCATION: Office of the Public Defender
PD Management
25 Market Street, P.O. Box 850
Trenton, NJ 08625-0850

SALARY: \$75,000 Annually

DEFINITION: The Governor's Fellowship Program provides a government management training program that encourages talented individuals to consider careers in State government. The Office of the Public Defender (OPD) seeks a 2024-25 Governor's Fellow for a 12-month commitment in OPD's Management/Headquarters Office. Reporting to an Assistant Public Defender, the Fellow will work closely with OPD leadership and policy and data teams to advance the OPD's mission to provide legal representation and protect the rights of individuals in criminal, child-welfare, juvenile parole, mental health, and other matters.

The Fellow will research, review, and analyze legislation and data as it informs policy in all OPD's practice areas, with a focus on parole and criminal justice reform. Under the supervision of OPD leadership and senior-level staff, the Fellow will aid in identifying, developing, implementing, and evaluating policies and initiatives that further OPD's mission. Job duties include:

- reviewing and analyzing existing and proposed legislation and regulations that may impact OPD's work and clients, especially related to parole and criminal justice reform;
- aiding in drafting comments and preparing testimony related to legislation that may impact OPD's work and clients, especially related to parole and criminal justice reform;
- researching and analyzing data, reports, and other sources to identify and develop policy proposals that would further OPD's goals and mission;
- preparing reports and other written work products; and
- aiding in efforts to enhance OPD outreach to stakeholders and impacted communities.

Posting#: 2024-034 (Continued)
Governor's Fellow (Unclassified)

In addition to their work with the Public Defender, the Fellow, will participate in Governor's Office sponsored programming. This may include events such as issue-based panel discussions with Cabinet members, senior department staff and members of the Governor's Office policy team.

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.

Ideally, the Fellow's background and education will include public administration and/or policy; data and legislative analysis; knowledge of the criminal legal system and/or other OPD practice areas; and experience with and passion for advancing equity for historically marginalized and underserved communities. The Fellow should be innovative, and work effectively both independently and collaboratively, within a team and with outside stakeholders and impacted communities.

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

NOTE: Participation in the Governor's Fellowship Program shall not exceed one year.

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.

RESIDENCY LAW: Pursuant to the "New Jersey First Act", N.J.S.A. 52:14-7(L.2011,c.70), State employees are required to live in New Jersey unless exempted under the law. Those hired after September 1, 2011 have one year from the date of employment to establish, and maintain, principal residence in New Jersey, or be subject to removal from their 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 the website at: <https://nj.gov/csc/same/overview/index.shtml>, email: SAME@csc.nj.gov, or call CSC at (609) 292-4144, option 3.

RESUME SUBMITTAL: Candidates possessing the requirements listed above, should forward a current resume, cover letter, and writing sample via email to OPD.Recruitment@opd.nj.gov (Note: Include the announcement number and title in the subject line) to:

William Wander, Director of Human Resources
Human Resources
Office of the Public Defender
P.O. Box 850
Trenton, NJ 08625-0850

JOB POSTING AUTHORIZED BY:


William Wander, Director of Human Resources