



*State of New Jersey*

THOMAS H. PROL  
Chairman

RYAN PETERS  
Commissioner

NORMA R. EVANS  
Commissioner

JON-HENRY BARR  
Commissioner

**ELECTION LAW ENFORCEMENT COMMISSION**

Respond to:  
P.O. Box 185  
Trenton, New Jersey 08625-0185

(609) 292-8700

Website: [www.elec.nj.gov/](http://www.elec.nj.gov/)

JEFFREY M. BRINDLE  
Executive Director

JOSEPH W. DONOHUE  
Deputy Director

STEPHANIE A. OLIVO  
Compliance Director

EDWIN R. MATTHEWS  
Legal Counsel

**October 3, 2023  
Notice of Job Vacancy  
Announcement # 2023-01**

An opportunity currently exists in the unclassified service within the Election Law Enforcement Commission for applicants who meet the requirements specified below:

**TITLE:** Executive Director, NJ Election Law Enforcement Commission

**SALARY:** \$140,000-\$170,000

**LOCATION:** Election Law Enforcement Commission  
25 South Stockton Street, 5<sup>th</sup> Floor  
Trenton, NJ 08608

**NUMBER OF POSITIONS AVAILABLE:** One (1)

**DUTIES:** Under the direction of the Chair and the Commissioners of the New Jersey Election Law Enforcement Commission, this position is responsible for administering all procedures pertinent to the enforcement of the New Jersey Campaign Contributions and Expenditures Reporting Act of 1973 (hereafter, the Act) and other related statutes.

**REQUIREMENTS**

**EDUCATION:** Graduation from an accredited college with a Master's degree in Public Administration, Business Administration, Accounting, Finance, Political Science, or other related field. **NOTE:** A Juris Doctorate (JD) degree may be substituted for the above education requirement. **NOTE:** A Doctorate (Ph.D.) degree may be substituted for the above education requirement.

**EXPERIENCE:** Five (5) years of experience involving but not limited to: legal, compliance, investigative, research, legislative, program management, strategic management, or the review, analysis, evaluation and interpretation of statutory requirements in a business or government organization, including the audit and/or investigation of their application, and responsibility for enforcement.

**SAME APPLICANTS:** If you are applying under the NJ CSC "SAME" program, your Schedule A or B letter must be submitted along with your resume and any other required supporting documents indicated on the announcement by the closing date indicated above. For more information on the SAME Program visit the CSC 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.

*If interested in the above position, please send a cover letter, resume, and copy of your transcripts (unofficial will be accepted) via email by 4:00 pm on the closing date of November 13, 2023 to:*

NJ Election Law Enforcement Commission  
Email: [Employment@elec.nj.gov](mailto:Employment@elec.nj.gov)  
Subject Line: Executive Director

**PARTISAN POLITICAL ACTIVITY PROHIBITED**

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 Election Law Enforcement Commission 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.

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Located at: 25 South Stockton Street, 5<sup>th</sup> Floor, Trenton, New Jersey