



# State of New Jersey

PHILIP D. MURPHY  
Governor

DIVISION OF ADMINISTRATION  
DEPARTMENT OF LAW AND PUBLIC SAFETY  
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Lt. Governor

WILLIAM H. CRANFORD  
Chief Administrative Officer

## December 28, 2022 NOTICE OF JOB VACANCY #22-659

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

**TITLE:** Deputy Executive Director - Policy, Research, and Planning

**SALARY:** \$160,000.00

**LOCATION:** Juvenile Justice Commission  
Spruce Street, Suite 202,  
Trenton, NJ 08625

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

The Juvenile Justice Commission (JJC) is seeking a reform-minded, inspirational leader with substantial experience designing and implementing innovative programming for youth and young adults; requires significant experience leading collaborative, consensus-building efforts to improve systems, policies, and practices. The ideal candidate will have experience in all three sectors: developing innovative policy, leading data-driven planning efforts, and conducting research to evaluate outcomes.

**DUTIES:** Under the administrative direction of the Executive Director of the Juvenile Justice Commission (JJC), independently directs and manages the research, policy, and planning objectives of the agency; formulates a vision, goals, and objectives related to the operation of the agency; supervises directors, managers, and subordinate units, including the Office of Local Programs and Services, the Juvenile Detention Alternatives Initiative (JDAI)/System Reform Unit, and the Research & Evaluation Unit; initiates new programs and leads the conceptualization, development and implementation of specific reform initiatives designed to create opportunities and improve outcomes for youth, families, and communities; develops policies and procedures governing operations and work programs; oversees efforts to empirically evaluate programs and measure the impact of policy changes; leads collaborative groups and successfully develops consensus on plans of action; develops, administers, and monitors the budget for programs; does related work as required.

### **REQUIREMENTS**

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

**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.

**EXPERIENCE:** Six (6) years of managerial experience in public administration.

**LICENSE:** Appointee 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.

**PREFERENCE:** An advanced degree is helpful.

**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.

This position may be eligible to telework for up to two (2) days a week as part of the JJC's Pilot Telework Program as authorized by the Civil Service Commission (CSC).

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

Appointees will be required to be compliant with all Executive Orders (EO), mandates, policies, and directives related to Covid-19, including testing and vaccinations, and including but not limited to EO 252 (Murphy), EO 283 (Murphy) and/or EO 290 (Murphy).

***If qualified, please send a cover letter indicating interest in job vacancy announcement #22-659 and a current resume on or before the closing date of January 28, 2023, to:***

Recruitment Officer  
[jjcrecruitment@jjc.nj.gov](mailto: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.

