

DIRECTOR, STATE STRATEGIES
Coalition for Juvenile Justice
Washington, DC
September 9, 2011



About Us:

The Coalition for Juvenile Justice (CJJ) is a nonprofit organization comprising a nationwide coalition of Governor-appointed State Advisory Group (SAG) members and allies, dedicated to preventing children and youth from becoming involved in the courts and upholding the highest standards of care when youth are charged with wrongdoing and enter the justice system. CJJ envisions a nation where fewer children are at risk of delinquency; and if they are at risk or involved with the justice system, they and their families receive every possible opportunity to live safe, healthy and fulfilling lives. CJJ is headquartered in Washington, DC, and works with members across all of the states, territories and DC.

Brief Position Description:

The CJJ Director of State Strategies develops, manages and implements nationwide initiatives in juvenile justice leadership and reform with CJJ's state members and partners. The Director taps into and develops the expertise and resources of CJJ and its members, building on current momentum for juvenile justice reform aimed at improving prevention and intervention strategies/policies to keep children and youth out of the juvenile justice system in the first place, and to advance research-informed approaches that emphasize youth, family and community involvement. Currently, CJJ has specific goals in partnership with the nation's 56 SAGs (see above), placing special emphasis on advancing progressive federal policy, leadership development and youth involvement, as well as current and growing projects in the following areas, among others: eliminating racial/ethnic disparities, improving outcomes and preventing detention of youth at risk of court involvement and promoting detention reform and alternatives to detention for youth charged with delinquency. The Director will also be responsible for project development and sustainability and other duties as appropriate and needed. This position will have a joint report to the Executive Director and Deputy Executive Director. Like many national nonprofit organizations, CJJ operates in a dynamic environment. Therefore, growth opportunities and responsibilities for this position shall evolve in response to new strategic priorities and funding opportunities. CJJ values diversity in all aspects of its operations and is an Equal Opportunity Employer.

Major Areas of Responsibility:

- Manage nationwide reform efforts designed to assist and support CJJ state members and allies, including work planning and implementation in accordance with timeframes and budget; cost containment; managing personnel and consultants.
- Identify, document and promote best/evidence-informed practices and policies conducted by state members using federal funding and related resources.
- Research and write a range of products for the organization, including reports, fact sheets, talking points, research summaries, profiles of exemplary work, etc.
- Develop and manage leadership development and training/technical assistance activities and strategies to elevate and support the work of state and local members and allies, including development of leadership communities and topic focused groups, in person and long distance learning opportunities, in person and online communities of practice, and other strategies to work broadly across the nation.

- Represent the organization, its goals and values in public forums, state and national training and conference venues and as needed with the media.
- Cultivate opportunities for state/local member-leaders to have their efforts and ideas highlighted in public forums, as well as state and national training and conference venues.
- Develop and implement online tools for evaluation of organization's products, services and learning events by the recipients of such products and services.
- Offer content ideas and assistance in support of the organization's conferences (national and regional), newsletter, Web site, and other communications and training vehicles, keeping an eye on innovative ideas, trends and urgent needs, in close collaboration with the CJJ staff team and executive board.
- Serve as a staff team leader, involved in supervision and management of internal and external relationships.

Other Duties:

- Prepare periodic reports for management, as necessary or requested, to track accomplishment of strategic goal and to evaluate work performed.
- Participate in management and organizational meetings.
- Develop content and skill expertise by attending meetings and seminars germane to this position and the base of knowledge required for the job.
- May be assigned other duties as needed.

Required Skills and Qualifications:

- Bachelor's degree or greater in social sciences, education, social work, law and justice related fields, public health or other fields of relevance to the work of juvenile justice reform.
- Five years of experience (or more) implementing juvenile justice reform projects or closely related initiatives.
- Strong knowledge of and demonstrated experience in juvenile justice and court services, including latest trends and evidence based approaches.
- Working knowledge of the manner in which federal juvenile justice and delinquency prevention programs intersect with state and local juvenile justice systems and delinquency prevention programs.
- Excellent written communication skills and high level of productivity in synthesizing and reporting complex material for a public audience, in written form.
- Public speaking experience across a range of venues and proven ability to motivate others through presentations and verbal communication.
- Demonstrated ability to manage multi-faceted projects involving partnerships and collaborations.
- Strong knowledge of nonprofit dynamics, including resource development and grant management.
- Willingness to work in Washington, DC and ability to travel periodically.

To Apply:

Please send a letter of intent, resume or vitae, salary requirement, and a minimum three professional references to info@juvjustice.org or fax to Personnel 202-887-0738. No phone calls please. Applications accepted until position is filled.