

Job Title VRS Assistant Project Manager
PVN ID JJ-1506-000551
Category Research
Location JOHN JAY COLLEGE OF CRIMINAL JUSTICE

Department
Status Full Time
Annual Salary \$50,000.00 - \$65,000.00
Hour(s) a Week 35
Closing Date Aug 03, 2015 (Or Until Filled)

General Description

Chicago, Illinois is traditionally one of the more violent U.S. cities, with more homicides, shootings, and violent crimes than the larger cities of New York and Los Angeles. Chicago also represents, with Los Angeles, California, one of the two principal concentrations of street gangs in the U.S. As compared with gangs in other cities, gangs in Chicago are larger in size, more organizationally sophisticated, and more heavily involved in criminal activity, especially violence.

The Chicago Violence Reduction Strategy draws on an innovative but proven ?focused deterrence approach - the National Network for Safe Communities group violence reduction strategy - that has repeatedly been successful in U.S. cities, and it builds on a previous, related Chicago intervention (Chicago Project Safe Neighborhoods) that engages individuals with histories of gun violence in order to lower community homicide rates and individual recidivism rates. The group violence reduction strategy holds that violence can be dramatically reduced when community members and law enforcement partner to directly engage with these groups and clearly communicate: (1) a credible, moral message against violence; (2) a credible law enforcement message about the consequences of further violence; and (3) a genuine offer of help for those who want it.

The goal for the project is to address homicide and serious violence city-wide – meaning in those areas where it is a problem – and reduce it to the greatest extent possible. The strategy for Chicago is designed to produce large, rapid, and sustainable reductions in violent crime in Chicago and to build capacity within the City to sustain the strategy in the long term.

This individual will provide necessary and critical support by helping to initially manage and then guide the custom notification process. They will help develop and review implementation strategies and practices,

coordinate the various agencies participating in the process, and collect and report all data associated with custom notifications.

The assistant project manager will work closely with the internal and external partners and consultants in order to ensure the timely delivery of all required reported data and help to further develop our custom notification model. Relative to this component of the Strategy, the assistant project manager will provide direct technical assistance to operational personnel working the VRS strategy in the Chicago Police Department and other partner agencies. In addition, the focus of the project manager will be upon providing training and support for the institutionalization and routinization of this component of the VRS within the Chicago Police Department, the community moral voice partners and the social service partners. The assistant project manager will also assist the executive director, senior project manager and project manager with other aspects of the continued development and sustainability of the VRS. This position will also require other duties as required and assigned.

Other Duties

- Provide immediate oversight of the custom notification component for the VRS.
- Oversee the development of performance management and sustainability infrastructure for VRS relative to the custom notification component.
- Work closely with internal and external partners and consultants in order to ensure the timely delivery of all required reported data.
- Help to further develop of create sustainability of the custom notification process.
- Provide technical assistance to operational personnel working the VRS strategy in CPD and other partner agencies as it relates to the custom notification component.
- Focus upon providing training and support for the institutionalization and routinization of VRS custom notification process within the Chicago Police Department, the community moral voice partners and the social service partners.
- Document processes and protocols for replicable systems.
- Help to facilitate gang audits and call-ins.
- Prep the executive director for senior level and other meetings as requested.
- Perform other duties as required and assigned.

Qualifications

- Experience as a project manager.
- Experience with performance metrics systems.
- Ability to effectively lead multi-disciplinary cross-agency project teams.
- Strong analytic skills.
- Strong writing skills.
- Ability to think strategically and develop effective, concise action plans.
- Demonstrated proficiency with basic project management computer software applications for creating timelines, spreadsheets, presentations and documents.
- Highly organized team player.
- Record of ethical behavior and personal integrity.

- **Education:** Degree in criminal justice, criminology, public administration/public policy, business administration, statistics or a related field preferred.