

Job Title	Associate Director, Chicago Violence Reduction Strategy
PVN ID	JJ-1709-002054
Category	Research
Location	JOHN JAY COLLEGE OF CRIMINAL JUSTICE

Department

Status	Full Time
Salary	Depends on qualifications
Hour(s) a Week	35
Closing Date	Nov 05, 2017 (Or Until Filled)

General Description

THE NATIONAL NETWORK FOR SAFE COMMUNITIES AT JOHN JAY COLLEGE (NNSC) seeks a full-time Associate Director for its Chicago Violence Reduction Strategy (VRS). The Associate Director, reporting to the VRS Executive Director, will provide leadership, management, and direction to VRS staff and partners; supervise and support strategic field advising in some of Chicago's most violent districts; work closely with the Executive Director on fiscal analysis and fundraising; and collaborate with law enforcement, community and civic leaders, and others to support the VRS mission of dramatically reducing group and gang violence in the City of Chicago. **This is a Chicago-based position and requires living and working out of Chicago.**

NNSC supports cities to implement and advance proven strategies that reduce violence and improve public safety, minimize arrest and incarceration, strengthen communities, and improve relationships between law enforcement and communities. Since 2009, NNSC has worked in Chicago with law enforcement partners and community stakeholders to identify the city's most violently active groups; conduct immediate, targeted outreach to the most at-risk individuals; reduce their involvement in violent crimes; connect them with specialized social services; and make significant progress in improving the city's public safety.

Responsibilities

- Provide supervision, project management, and oversight of day-to-day activities for Chicago VRS programmatic activities to ensure implementation fidelity to NNSC's core operational guiding principles
- Design and oversee monitoring and evaluation (M&E) of VRS program implementation; ensure measurable progress against specific goals and outcomes, including qualitative and quantitative metrics
- Collaborate and maintain regular internal communication with NNSC Chicago and NYC-based staff
- Create and nurture opportunities for collaborative relationships with law enforcement, social services, civic, and community partners
- Draft internal and external publications, including quarterly and annual reports as needed
- Support the development of innovative community-led violence prevention efforts through strategic advising, collaborative partnership-building, and informational tracking

- Coordinate communication and facilitate problem-solving and accountability among district-level interagency working groups and with the VRS Steering Committee body
- Support the Executive Director with organizational strategic planning, fundraising, budgeting, and identifying areas for programmatic and fiscal improvement
- Support the Executive Director in staff development
- Build and maintain strong relationships with partners at the MacArthur Foundation to facilitate the timely reporting of deliverables and project updates
- Attend and represent VRS at meetings and conferences

Organizational Relationships

- Work closely with Chicago partners who comprise the VRS Executive Steering Committee including representatives from the Chicago Police Department, the Mayor's Office, the Cook County State's Attorney Office, the U.S. Attorney's Office, the Chicago Crime Lab, social service providers, and funders
- Work closely with Chicago and NYC-based NNSC teams to monitor ongoing initiatives, troubleshoot common challenges, and build on established violence-prevention best practices
- Work with law enforcement, social services, civic, and community leaders at the Chicago district and city-level
- Work with a diverse range of national experts for advising and research on VRS activities
- Work closely with grant managers and leadership at the MacArthur Foundation and other funding organizations

Other Duties

Qualifications

Qualifications

We are looking for a highly-organized individual with experience in project management and monitoring large-scale projects; an established knowledge of proven strategies that reduce violence and improve public safety; and skilled in fostering cross-sector communication and building collaborative partnerships with law enforcement, government, and community officials.

- Master's degree in criminal justice, political science, policy, or related field required
- 5-7 years of related industry experience and proven commitment to social justice and criminal justice reform
- Demonstrated success in organizing and leading new projects in partnership with other stakeholders
- Ability to develop and maintain funding relationships with Chicago-based and national organizations
- Experience effectively managing multitiered projects and coordinating among multiple collaborative structures
- Proven ability to forge alliances and facilitate cooperation between law enforcement, civic, and academic partners
- Demonstrated ability to lead and professionally develop a team
- Excellent written and oral communication skills including confidence, tact, and nuance, critical for correspondence with senior political and law enforcement personnel

