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Job Title	Director of Statewide Educational Initiatives
PVN ID	JJ-1807-002618
Category	Managerial and Professional
Location	JOHN JAY COLLEGE OF CRIMINAL JUSTICE
Department	John Jay College Prisoner Reentry Instit
Status	Full Time
Salary	Depends on qualifications
Hour(s) a Week	35
Closing Date	Oct 09, 2018 (Or Until Filled)

## General Description

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The Prisoner Reentry Institute (PRI) is a center of research and action at the John Jay College of Criminal Justice. PRI has a diverse portfolio of projects that focus on identifying what it takes for people to live successfully in the community after justice involvement and on increasing the effectiveness of the professionals and systems working with them. Capitalizing on its position within a large public university and recognizing the transformational power of education, PRI focuses much of its work on increasing access to higher education for people with criminal histories. PRI's comprehensive and strategic approach includes direct service, research, technical assistance, and policy advocacy.

PRI seeks a full-time **Director of Statewide Educational Initiatives** to oversee the Prison-to-College Pipeline (P2CP), PRI's own college-in-prison program currently operating at two correctional facilities, and the development of resources to assist other college-in-prison programs across the state in preparing their students to continue their college studies in the community after release. PRI is recruiting for a highly skilled professional that will report to the Director of PRI and supervise a staff of three people: the P2CP Program Coordinator, the Outreach Coordinator and a Program Assistant. The position requires close collaboration with the NYS Department of Corrections and Community Supervision (DOCCS), colleagues within CUNY and SUNY, and the diverse community of college-in-prison providers in NYS. The Director will be responsible for two important projects:

## Other Duties

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- Administration of the Prison-to-College Pipeline--Founded in 2011, P2CP is designed as a reentry college-in-prison program that targets students within five years of release from prison, and are returning to the New York City area. The program model also provides supports as students transition back to the community where they are encouraged to continue their studies at a CUNY institution. P2CP was named

a Second Chance Pell Pilot site and is in the process of increasing its enrollment in Otisville Correctional Facility in Orange County and expanding its operations to a second prison, Queensboro Correctional Facility in Long Island City, Queens.

PRI duties include raising financial support for P2CP and reporting to funders, all aspects of administering the college program, and managing relationships with outside stakeholders. The Director oversees the process of student recruitment, selection, enrollment, and applications for financial aid, and of provision of a rigorous academic program. Additionally, PRI assists with release planning and provides reentry supportive services for students returning to the community. PRI staff track student performance in a Salesforce database and regularly review data to monitor program operations. Regular communication with all levels of correctional staff and with faculty and students is essential to managing the program well and addressing concerns in a timely way.

- Technical Assistance to the College-in-Prison Providers and Outreach to Incarcerated students—PRI has been engaged to work with the Institute for State and Local Governance (ISLG) and the State University of New York (SUNY) to provide technical assistance and support to seven colleges providing academic programs in 17 prisons. Our collective goal is to assist new providers in developing their programs, ensure educational quality control and the transferability of credits, and assist providers in designing and implementing reentry processes for students. The focus of reentry is to stabilize the student's life in general and enable them to continue their academic journey in the community. The PRI role focuses on assisting the college providers in developing their reentry processes and protocols, convening learning exchanges among the grantees, and identifying best practices. PRI will additionally be identifying and developing relationships with community based resources in upstate New York that can provide support to students after their release, and conducting outreach to students returning to the city to invite them to participate in College Initiative, a community-based PRI reentry program.

## Qualifications

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The ideal candidate is a seasoned professional who has a strong background in reentry policy and programs, as well as knowledge of the correctional and higher education systems in New York State. Candidates should be proficient in the following areas:

- Project and program planning and management of multiple simultaneous efforts
- Case management and provision of services through linkages with partner organizations
- Systemic thinking and a demonstrated ability to consider multiple stakeholders in the design and implementation of the project
- Relationship building, collaborative inquiry and consensus building
- Critical thinking and a willingness to challenge assumptions
- Written and oral communication and presentation skills
- Workshop design and facilitation
- Development of resources and toolkits
- Meeting management
- Supervision and development of staff.

Master's degree in public administration, criminal justice, social work, or related field and minimum of three years' experience is preferred; equivalent combinations of education and experience will be considered.

Candidates should submit a cover letter and resume. Salary is commensurate with experience. Please include salary expectations when filling out RF form.