
Job Title	Mexico Based-Field Independent Contractor – Chihuahua State
PVN ID	JJ-2001-003473
Category	Research
Location	JOHN JAY COLLEGE OF CRIMINAL JUSTICE
Department	International
Status	Full Time
Salary	Depends on qualifications
Hour(s) a Week	35
Closing Date	Mar 15, 2020 (Or Until Filled)

General Description

Mexico Based – Field Contractor – Must Be Based In Chihuahua State, Mexico

The National Network for Safe Communities (hereinafter referred to as “NNSC”), a project of John Jay College of Criminal Justice, was launched in 2009 under the direction of David M. Kennedy and Jeremy Travis, former president of John Jay College. The National Network focuses on supporting cities implementing proven strategic interventions to reduce violence and improve public safety, minimize arrest and incarceration, enhance police legitimacy, and strengthen relationships between law enforcement and the communities it serves.

Contractor Summary

The National Network’s International Intervention collaborates with a diverse range of partners outside the U.S. on effective strategies to increase community safety and reduce violence. Just as we do domestically, International Interventions provides evidence-based violence reduction solutions to help partners reverse negative trends. Distinct from our U.S. work, our international portfolio requires significant country-based adaptation, taking into account variations in social norms, histories of violence, institutional capacity and legitimacy, and more.

We are in current partnership with Mexico, building coalitions of key stakeholders in communities, sharing knowledge among cities in the NNSC network, and consulting with subject matter experts and with our partners try to understand the challenges they face. These steps include action research and convening local thought leaders who will work with us to adapt the framework to their context. Building coalitions of key stakeholders in the community, knowledge sharing with other cities in our network, and consulting with subject matter experts are different ways we support our partners. The goal is to achieve sustainable impact through leveraging and reallocating existing resources and social capital in Mexico to implement the strategy, rather than relying on significant additional funding.

We are searching for a self-motivated Independent Contractor based in Chihuahua State, Mexico to join our team. The Independent Contractor’s responsibilities include completing the assigned below:

Contractor Duties and Responsibilities:

Collaborating with the senior International team providing hands-on technical advising to Mexico partner cities implementing NNSC's interventions. Provide technical advising support through all aspects of intervention implementation to city-based partnerships. Work with all necessary partnership agencies and actors, including but not limited to local and state level law enforcement, elected officials, non-governmental and community organizations, and public sector agencies. Liaise with the Director of the International Interventions Team (IIT) and collaborate with the IIT Field Advisor based in New York, while conducting regular travel to Chihuahua city and Ciudad Juarez, working closely with NNSC's local partner, Seguridad y Justicia.

Research and Data Collection

- Work with NNSC New York office staff, identify relevant administrative and qualitative data sources on crime and violence dynamics in Chihuahua.
- Meet with local Chihuahua based partners to gather data on crime and violence (e.g. meet with key law enforcement partners within the police and prosecutors' offices to review formal administrative data, conduct interviews with key partners for insights into strategies and tactics used to influence crime and violence, etc.); relay data and findings to NNSC New York office staff.
- Provide and complete ongoing analysis of data on crime/violence to deepen NNSC's understanding of violence in Chihuahua City and Ciudad Juarez
- Continually assess agency and organizational capacity in key Chihuahua based partners to contribute to emerging violence reduction strategies

Technical

- Support local project management with a specific focus on providing technical guidance and to ensure retention of core principles. This will be done through in-person communication, regular advising calls, reach-back to the New York office, and fostering peer exchanges with Mexico and U.S. city partners.
- Build and manage strong, functional and collaborative relationships with high-level government, community and law enforcement leaders; partner organizations; and academics.
- Draft reports including quarterly and annual reports as needed.
- Design and execute collaborative learning opportunities including peer exchanges and working sessions to support Mexican-based adaptations.
- Report outcomes, challenges, and innovation opportunities to the NNSC-New York team.
- Participate in ongoing development and refinement of the application of contextualized violence reduction approaches as part of the International team.
- Maintain up-to-date, accurate site-specific information (contact information for key partners, high-level implementation summary, call and meeting notes, etc.)
- Support on the ground organizational planning, management, and identifying areas for programmatic improvement. Help guide NNSC as it shifts into working more deliberately and regularly in Mexico.
- Support partners in determining best methods through which to measure progress against specific goals and outcomes.
- Review and report operational data continuously, to achieve desired public safety outcomes by incorporating the best available evidence.

Organizational

- Collaborate closely with NNSC's implementation partner in Ciudad Juarez, Seguridad y Justicia, including a range of local actors.
- Support the functioning of governing structures, including an executive steering committee, which will comprise representatives from FICOSEC, State Police, Municipal Police, the Governor's office, Mayor's Offices, States Attorney's Office, USAID, U.S. Embassy, U.S. Consulate, and staff at Seguridad y Justicia. Other Governing structures to include a Law Enforcement working group, Social Services Working Group and Community Working Group.
- Liaise with Chihuahua (Seguridad y Justicia) and NYC-based teams to monitor ongoing initiatives, troubleshoot common challenges, and build on established violence-prevention best practices.
- Build and maintain strong relationships with partners at USAID and FICOSEC to ensure the timely preparation and submission of all required grant reports, including progress, quantitative, and qualitative performance, annual, and final reports

Deliverables

- Follow-up report to sessions/workshops/trainings with recommendations, if any.
- Project activity data collected and stored under NNSC guidance.
- Periodic activity report covering the periods agreed with and by NNSC.
- Activity report upon request.
- Notes from meetings with NNSC and partners or other actors.

Other Duties

Qualifications

Contractor Requirements and Qualifications:

- Bilingual fluency in both written and verbal English/Spanish required.
- Master degree in criminal justice, political science, public policy or related field required.
- Minimum of 7 years of hands-on experience in project management, strategic advising, violence reduction efforts, or related fields. Proven commitment to supporting peaceful, healthy communities.
- Strong knowledge of Mexican criminal justice issues, actors, and trends
- Experience and ability to work with law enforcement (police, military, prosecutors, etc.) agencies, communities, government officials, and social service agencies to implement multi-disciplinary initiatives.
- Organized and detail-oriented, with demonstrated initiative, persistence, and optimism towards work that can be immensely rewarding and immensely taxing; enthusiasm and humor are advantages.
- Proven track record of successful projects and satisfied clients
- Significant experience in: Effective Time Management, Excellent Written and Oral Communication Skills, Writing Skills, Interpersonal Skills, Problem Solving, Planning, Conflict Resolution, Industry Knowledge, Leadership, Motivator, Legal Compliance
- Significant experience in: project management; established knowledge of proven strategies that reduce violence and improve public safety;
- Demonstrated success in organizing and leading new projects in partnership with other stakeholders. Specifically, experience effectively managing international projects, interdisciplinary teams and coordinating among multiple collaborative structures.
- Proficiency in Microsoft Excel & Microsoft Office Suite required.
- Flexibility to travel, both national and internationally.

How to Apply

Please submit a **resume** and **letter of interest**. Your letter should describe your interest in and qualifications for this position, how you learned of this vacancy, and your compensation requirements.