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| Job Title | Policy Advisor |
| PVN ID | JJ-2108-004166 |
| Category | Research |
| Location | JOHN JAY COLLEGE OF CRIMINAL JUSTICE |

Department

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| Status | Full Time |
| Salary | Depends on qualifications |
| Hour(s) a Week | 35 |
| Closing Date | Oct 13, 2021 (Or Until Filled) |

General Description

The Institute for Innovation in Prosecution at John Jay College of Criminal Justice (IIP) provides a collaborative national platform that brings together prosecutors, policy experts, and the communities they serve to promote data-driven strategies, cutting-edge scholarship, and innovative thinking. The IIP is dedicated to criminal justice that promotes community-centered standards of safety, fairness, and dignity.

The IIP is seeking a Policy Attorney or Advisor who will provide leadership, management, and direction to the IIP staff and partners; and work with prosecutors, law enforcement, academics, advocates, community and civic leaders, and others in the criminal justice field to reflect upon and drive innovation within the role and function of the office of the prosecutor.

Other Duties

Job Description & Responsibilities

- Help develop the IIP's long term policy priorities and vision
- Provide supervision, coordination, and oversight for IIP initiatives, programmatic activities, research projects, events, and staff
- Conduct research and write policy papers on a wide range of topics related to prosecution
- Lead engagement with external partners on policy initiatives including working groups, webinars, curriculum development, and research papers
- Engage the support, interest, and participation of prosecutors nationally for the development of strategic planning and innovative interventions, collaborative learning opportunities, and special projects
- Assist with fundraising efforts and grant-writing
- Attend and present at local and national meetings and conferences (remotely until the pandemic)

subsidies)

Qualifications

Qualifications

- Experienced prosecutor, defense attorney, policy attorney or policy analyst (in the criminal justice field) with 7 or more years of experience
- J.D. required
- Excellent written and oral communication skills including confidence, tact, and nuance in working with senior political and law enforcement personnel
- Experience in project management and/or supervision of others
- Proven ability to forge alliances and facilitate cooperation between prosecutors, community members, and academic partners
- Commitment to racial justice, restoring human dignity to the legal system, and innovative approaches to prosecution
- Ability to convene multidisciplinary teams to develop and advance concrete solutions
- Ability to inspire trust and confidence in the IIP among practitioners, funders, law enforcement, and civic leaders

Applicants should submit a cover letter (including salary requirements), resume, and writing sample.