

Position: Senior Program Manager, Reentry and Culture Change
Job ID Number: 25622
Location: New York, New York

ORGANIZATIONAL PROFILE:

The Mayor's Office of Criminal Justice (MOCJ) advises the Mayor and First Deputy Mayor on criminal justice policy and is the Mayor's representative to the courts, district attorneys, defenders, and state criminal justice agencies, among others. The office designs, deploys, and evaluates citywide strategies to drive down crime, reduce unnecessary arrests and incarceration, and improve the system's fairness.

JOB RESPONSIBILITIES

The Senior Program Manager of Reentry and Culture Change will be a member of the Justice Initiatives team, which develops and implements strategies that reduce reliance on incarceration. Reporting to the Program Director of Reentry and Culture Change, the Senior Program Manager will help to lead a portfolio of programs designed to change the culture and purpose of jails by expanding access to high quality programming for incarcerated individuals and increasing support and professional development opportunities for individuals who work in city jails, improving long-term outcomes for justice-involved people, and contributing to meaningful reforms of the criminal justice system as a whole.

The ideal candidate is a thought leader with strong managerial, operational and analytic capacity. The responsibilities of the Senior Program Manager include but are not limited to:

- Developing and coordinating the execution of multi-agency strategies focused on reentry service delivery;
- Coordinating with other teams in the office (e.g., research, procurement, legal) to execute large scale, high profile projects;
- Serving as a primary point of contact for New York City's extensive and vibrant network of re-entry service providers, advocates, and court partners;
- Convening and facilitating large, multi-agency work groups to produce clear, actionable results;
- Advising on programmatic and legislative initiatives at the local, state and federal level;
- Managing and providing day-to-day guidance to a team of mid-level staff.

SKILLS AND/OR QUALIFICATIONS:

- A BA in relevant field required with a graduate or professional degree preferred;
- A minimum of four and half years of full-time professional experience (or two-half years with MOCJ), with at least two years of solid program management experience preferably in public service, community engagement and communications;
- A thorough knowledge of the issues that face the New York State and New York City criminal justice systems. This includes, in particular, a familiarity with the criminal justice operations and actors in New York City;
- Demonstrated operational leadership and success designing and implementing innovative criminal justice programs;

- Demonstrated project management and problem-solving skills, with ability to design and implement large-scale, long-term strategic plans;
- Ability to provide thought leadership on areas of emerging concern, informed by knowledge of the day-to-day operations of criminal justice processes and the adult and juvenile criminal justice systems in New York City;
- Effective leadership and communication skills, with the capacity to convey credibility with both internal and external partners and advise the Director on office operations and objectives; and,
- Proven ability to establish and maintain effective working relationships.

SALARY:

Commensurate with experience

To Apply:

Please submit a resume, cover letter and three (3) references to [Candidate Application](#)

**New York City Residency Is Required Within 90 Days of Appointment.
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