

STRATEGIC INITIATIVE SPECIALIST
(New York County District Attorney)

This is a management class of positions.

Under the executive direction of an agency official, with the widest latitude for independent initiative and judgment, performs duties at a senior executive level in the creation, direction and administration of agency policy initiatives or programs to further a specific city agency goal.

Examples of Typical Tasks

Provides to the District Attorney or other Agency executives and oversight agencies/offices critical statistics and data analyses relating to the Agency's strategic plan.

Performs specialized programmatic activities to support the present and future business requirements of all programs and functional areas within the Agency.

Participates in the formulation of department plans, policy, and procedures, proposing and creating strategic initiatives to improve organizational effectiveness.

Utilizes the latest economic research tools, developing consistent and reliable means and methods for the entire Agency in the examination and tabulation of data, analysis, and reports.

Demonstrates expertise in developing indicators that measure and report on the Agency's goals, objectives, and delivery of services.

Provides critical data needed for the formulation of departmental plans, policies, and procedures.

NC-X, PART I
NEW YORK COUNTY
DISTRICT ATTORNEY OFFICE [901]

CODE NO. MXXXXX

STRATEGIC INITIATIVE SPECIALIST
(New York County District Attorney) (continued)

Qualification Requirements

A baccalaureate degree from an accredited college or university and two years of satisfactory, full-time experience related to the projects and policies to be studied in the particular position.

Direct Lines of Promotion

None. This class of positions is classified in the Non-Competitive Class.