

ASSOCIATE COMMISSIONER FOR JUVENILE JUSTICE PROGRAMS (ACS)

Duties and Responsibilities

This is a management class of positions. Under executive direction, with the widest latitude for the exercise of independent initiative and judgment, provides overall management and supervision on an array of services and programs that involve youth at every stage of the juvenile justice process. Perform related work.

Examples of Typical Tasks

In collaboration with the Division of Youth and Family Justice's (DYFJ) Associate Commissioners, provides ongoing and comprehensive treatment, innovative youth programming opportunities and educational and service planning in all areas of DYFJ.

Develop and implements policies and procedures for the division's juvenile justice programs and services.

Coordinate efforts to create consistent, integrated, culturally competent clinical service delivery models for health, mental health, case management, and social services for youth and families at all stages of the justice continuum and in all divisional areas.

Oversee and continuously improve upon all DYFJ's vast array of youth programming and services throughout the juvenile justice spectrum.

Work closely with divisional leadership to help design, create, build and implement appropriate classification and program models in detention that are responsive to social, behavioral, medical, and mental health needs and issues of youth.

Lead the Division's efforts to build and sustain mutually beneficial relationships with NYC Health and Hospitals (NYC H & H), NYC Department of Health and Mental Hygiene (DOHMH), and other city and state agencies in an effort to leverage resources, improve service delivery and coordinate health, mental health, and social services for justice-involved youth and families.

ASSOCIATE COMMISSIONER FOR JUVENILE JUSTICE PROGRAMS (ACS)

(continued)

Examples of Typical Tasks (continued)

In collaboration with the Department of Education (DOE) and ACS' Education Unit, serve as the Divisional liaison for all educational programs and services, and provide oversight of all mental health and positive youth development services.

Identify, research and coordinate divisional training and staff development around specific mental health, clinical, programmatic issues related to juvenile justice and adolescent development including LGBTQ, mental health, family engagement, substance abuse, and treatment and the impact of trauma.

Supervise and oversee the Close to Home Intake and Assessment Unit, strengthening and expanding current procedures and implementing new protocols to obtain more comprehensive mental health evaluations of youth to maximize service delivery.

Coordinate and troubleshoot with stakeholders and providers on a host of clinical issues related to the care of individual youth in detention settings, placement settings, and youth in community-based alternatives to detention and placement.

Work closely and effectively with ACS' senior leadership to successfully access resources, manage and strategize around labor issues.

Represent DYFJ at meetings, forums and seminars regarding agency planning development in consultation with the Deputy Commissioner, regarding juvenile justice programs and services.

Work with stakeholders to identify trends, track data and implement effective interventions. Establish and maintain cooperative relationships with executive personnel in government and provider agencies and build coalitions and partnerships both internal and external to DYFJ.

ASSOCIATE COMMISSIONER FOR JUVENILE JUSTICE PROGRAMS (ACS)

(continued)

Examples of Typical Tasks (continued)

Lead special projects for the Division as assigned by the Deputy Commissioner.

Undertake other duties as assigned by the Deputy Commissioner.

Qualification Requirements

1. Bachelor's degree from an accredited college and 4 years of satisfactory experience of a nature to qualify for the duties and responsibilities of the position, at least 18 months of which must have been in an administrative, managerial, consultative or executive capacity or supervising personnel performing activities related to the duties of the position; or
2. A combination of education and/or experience equivalent to "1" above. However, all candidates must have the 18 months of administrative, managerial, executive, consultative or supervisory experience described in "1" above.

Direct Lines of Promotion

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