<u>COMMISSIONER OF THE OFFICE TO END DOMESTIC AND GENDER BASED VIOLENCE</u>

<u>**General Statement of Duties and Responsibilities**</u>:

This is a management class of positions.

Under executive direction of Deputy Mayor for Health and Human Services, with broad latitude for independent action and decision making, coordinates the citywide delivery of domestic violence services, develops policies and innovative programs and works with diverse communities, City agencies, community based organizations and local leaders to raise awareness about domestic violence and strengthen the safety net for survivors and their children.

<u>**Examples of Typical Tasks**</u>

Ensures the development of comprehensive and innovative approaches to address and ultimately reduce domestic violence in New York City;

Facilitates the partnership with other agencies, community-based organizations and the private sector;

Organizes, manages and participates in high-level planning and implementation meetings with external clients, including researchers, city agency partners, and community based organizations;

Manages the Domestic Violence Task Force to ensure the collection and synthesis of policy research on domestic violence initiatives both in NYC and in other jurisdictions;

Manages the compliance of the multi-borough Family Justice Centers to ensure proper program evaluation and reporting;

Advises the Deputy Mayor of Human Health and Services on policies, plans, procedures and operations;

COMMISSIONER OF THE OFFICE TO END DOMESTIC AND GENDER BASED VIOLENCE (continued)

Qualification Requirements

A Baccalaureate degree from an accredited college or university and five years of full-time professional experience including at least three years professional experience in an administrative, managerial or executive capacity or supervising personnel performing activities related to the duties of the position.

Direct Lines of Promotion

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