

NATIONAL JUVENILE JUSTICE NETWORK

DIRECTOR, FISCAL POLICY CENTER

100% FTE

Washington, D.C

Deadline for applications: Open until filled; applications will be reviewed upon submission.

BACKGROUND:

The National Juvenile Justice Network's (NJJN's) Fiscal Policy Center provides juvenile justice change agents and their allies with simple, concrete tools to leverage fiscally-minded reforms. The center provides general and in-depth technical assistance and training to juvenile justice reformers in the areas of state budget structure and analysis, federal money flows, state-county fiscal relationships, and fiscal realignment strategies. The center also develops and disseminates communications tools and technical assistance with messaging so that reformers can use their enhanced budget expertise wisely and effectively. NJJN is responsive to the needs of state reformers as they arise; the Fiscal Policy Center, therefore, helps address emerging threats, obstacles, and opportunities as state budgets and policy initiatives are developed and implemented.

NJJN leads and supports a movement of state and local juvenile justice coalitions and organizations to secure local, state and federal laws, policies and practices that are fair, equitable and developmentally appropriate for all children, youth and families involved in -- or at risk of becoming involved in -- the justice system.

To learn more about the Fiscal Policy Center, visit <http://njjn.org/our-work/fiscal-policy-center>.

POSITION DESCRIPTION:

The director of the Fiscal Policy Center will continue to develop the center and lead its growth. The director will manage the budget-related components of the center and provide technical assistance to NJJN members. The director will provide tools and train NJJN members and other juvenile justice reformers on state budget structures and processes, how to access budgets, how to analyze them, and how to identify resources for additional state budget information.

Specifically, the director will:

1. Provide NJJN members and allies with general training in budget structure, content and process, with a focus on those elements that are common to most states.
2. Develop a comprehensive tool box for the larger reform community on how to read and unpack state budgets.
3. Help NJJN members understand how and where relevant federal funds are housed within state budgets.
4. Offer NJJN members state-specific technical assistance, as requested. Such assistance may include more detailed explanations of expenditures for youth in trouble with the law, related expenditures on youth and family services, and alternative revenue streams.
5. Develop a body of expertise in fiscal realignment strategies and provide state-based technical assistance to jurisdictions interested in utilizing this method of decreasing youth prison populations.
6. Create toolkits to provide advocates with information on how to independently get the information they need for a thorough fiscal analysis of a particular issue and/or how to engage in advocacy around a particular fiscal issue.
7. Respond to emerging budget analysis needs as NJJN members pursue legislative and administrative policy reforms.
8. Work with the NJJN Communications Specialist to plan and produce relevant, user-friendly materials and trainings (both live and via teleconference and webinar) for NJJN members and their allies.

This position requires excellent analytical, writing, communication, and relationship-building abilities. Flexibility, initiative, and excellent follow-through are essential.

Primary responsibilities include:

- Understand, interpret, and research public sector budgets (city, county, state, federal), policy, and practices affecting at-risk or court-involved youth.

- Research best practices and emerging policy, systems, and practices concerning fiscal policy, public budget formation and budget analysis and the funding of juvenile justice systems.
- Provide real-time technical assistance to juvenile justice advocates and stakeholders on issues related to budget formation, budget analysis, budget policy, fiscal notes, or other related issues.
- Develop and conduct regional trainings for juvenile justice advocates and stakeholders on fiscal policy issues.
- Draft issue briefs, short articles, policy proposals, and toolkits.
- Supervise the Fiscal Policy Center Program Associate.

The position is located in Washington, D.C. Some travel is required. The director of the Fiscal Policy Center will report to NJJN's director and will work as part of a dynamic team. The salary will be commensurate with experience and comes with full benefits.

QUALIFICATIONS:

The candidate must have the following qualifications:

Bachelor's degree required; advanced degree in a relevant field preferred (public policy, public administration, economics, finance, law, sociology, political science, etc.). A candidate with a degree in another field who demonstrates knowledge/competency in budget and policy analysis and systems change will be considered. The ideal candidate will have knowledge and experience with juvenile justice, at-risk youth, and/or court-involved youth.

Required Skills and Characteristics

- Three years' experience working on state, county or city budgets in contexts such as a government budget office, budget staff to a state executive agency, staff to a state-level appropriations committee, or in a non-profit budget analysis organization.
- Energy, enthusiasm, and passion for juvenile justice issues
- Strong interpersonal skills
- Self-starter, high level of initiative
- Ability to work both independently and as part of a team
- Proven analytical and quantitative skills
- Excellent written and oral communication skills
- Demonstrated ability to maintain relationships with individuals from diverse backgrounds
- Skill in presentation of research issues and training curriculum to professional and non-professional audiences
- Detail-oriented and diligent in follow through
- Team player, well-organized, and collaborative

Preferred Skills and Characteristics

- An advanced degree in a relevant field (public policy, public administration, economics, finance, law, sociology, political science, etc.), ideally with a focus on state fiscal analysis
- Five years' experience working on state, county or city budgets in contexts such as a government budget office, a non-profit advocacy or policy organization, or as staff to a state-level appropriations committee
- A thorough knowledge of at-risk and court-involved youth issues
- Substantial knowledge of state and local funding, as well as political and juvenile justice structures and functions
- Experience with public budget analysis
- Experience with legislative advocacy

HOW TO APPLY:

Interested applicants should send a cover letter, resume with salary history, and individually composed writing sample to National Juvenile Justice Network, 1319 F Street, NW, Suite 402, Washington, D.C., 20004 or email the packet to info@njjn.org, put "FPC Director" in subject line. No calls or inquiries, please. Position is open until filled.

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The National Juvenile Justice Network is an equal opportunity employer that does not discriminate in its hiring practices and, in order to build the strongest possible workforce, actively seeks a diverse applicant pool.

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