



**Chris Christie**  
Governor

**Kim Guadagno**  
Lt. Governor

**Allison Blake, PH.D., L.S.W**  
Commissioner

**JOB VACANCY POSTING**

**POSTING #:** 153-17 **ISSUE DATE:** October 5, 2017  
**TITLE:** CHILD CARE QUALITY ASSURANCE INSPECTOR 1 **CLOSING DATE:** October 19, 2017  
**LOCATION:** Department of Children and Families (DCF)  
Office of Licensing  
Child Care and Youth Residential Licensing  
225 East State Street  
Trenton, NJ 08625  
**POSITIONS:** 1 **RANGE:** P22  
**DISTRIBUTION:** STATE WIDE **SALARY:** \$53,910.34 - \$76,393.06

**SCOPE OF ELIGIBILITY:** Open to employees who are permanent in a competitive title with underlying permanent State service as a promotional or lateral opportunity, subject to current promotional and hiring restrictions.

**DEFINITION:** Under direction, in the Department of Children and Families, administers the licensure and enforcement provisions of the Child Care Licensing Act (NJSA 30:5-1) and the Resource Family Parent Licensing Act (NJSA 30:4C-27.3); Conducts inspections and evaluations of physical facilities and residential treatment center programs, pregnant and parenting adolescent programs, children's residential adventure programs, juvenile sex offender programs, partial care programs, youth case management programs, children's shelters and shelter homes, children's group homes, supervised transitional living homes, treatment homes, teaching family homes, psychiatric community residences for youth, resource family homes and parents, child care centers, registered family care homes, sponsoring organizations and adoption agencies to ensure their compliance with state and federal statutes and regulations and with department standards; does other related duties as required.

**REQUIREMENTS**

**EDUCATION:** Graduation from an accredited college or university with a Bachelor's degree.

**EXPERIENCE:** Two (2) years of experience in the licensing, regulation, inspection or evaluation of child care centers, family day care homes, child placement agencies, residential or shelter facilities, group homes, resource family homes, or other facilities or homes for children or, as a manager, director, administrator, supervisor or comparable position in a child care placement agency, child care center, residential facility, shelter, group home or other facility/home for children, or two (2) years of experience in social work, direct support counseling, guidance and/or casework involving high risk child abuse and neglect or other problematic socioeconomic situations involving counseling services to clients with social, emotional, psychological, or behavioral problems including gathering and analyzing information, determining needs, and planning and supporting and/or carrying out treatment plans.

**NOTE:** A Master's degree in Sociology, Social Work, Psychology, Counseling, Education, Early Education, Public Health/Health Care, Nursing, or other area related to human services may be substituted for one (1) year of the required experience.

**NOTE:** Applicants who do not possess the required education may substitute experience on a year for year basis.

**LICENSE:** Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform essential duties of the position.

**NOTE:** APPLICABLE SPECIAL RE-EMPLOYMENT LIST ESTABLISHED AS A RESULT OF A LAYOFF WILL BE USED BEFORE ANY APPOINTMENTS ARE MADE.

**IMPORTANT NOTICE**

**RESIDENCY** - Effective 9/1/11, NJ PL 70 (NJ First Act), requires all State employees to reside in New Jersey, unless exempted under the law, or current employees who live out-of-state and do not have a break-in service of more than 7 calendar days, as they are "grandfathered." New employees or current employees who were not grandfathered and who live out-of-state have one year after the date of employment to relocate their residence to New Jersey or request an exemption. Current employees who reside in NJ must retain NJ residency, unless he/she obtains an exemption. Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.

**Electronic Filing:**

Forward a cover letter and resume electronically to:  
**JobPosting@dcf.state.nj.us**  
Include the Job Posting # in the subject line of your email.

**Alternate Filing:**

If unable to file electronically, applicants may forward a cover letter and resume (including Job Posting #) to:  
**Andrea Maxwell, Manager 2 Human Resources**  
**Department of Children and Families**  
**Office of Human Resources**  
**P.O. Box 717**  
**Trenton, NJ 08625-0717**