

NEW JERSEY DEPARTMENT OF CORRECTIONS
WHITTLESEY ROAD
P.O. BOX 863
TRENTON, NJ 08625

NOTICE OF JOB VACANCY

TITLE: Director 1, Education (Career Technical Education)	SALARY RANGE: \$130,062.21 - \$180,185.17	POSTING NO.: 232-25	ISSUE DATE: 6/19/2025 CLOSING DATE: 7/7/2025
LOCATION: Central Office Headquarters, Office of Educational Services – Trenton, NJ		CLASS OF SERVICE: Unclassified	
THIS POSTING IS ONLY OPEN TO THE FOLLOWING: <div><input type="checkbox"/> Current Department of Corrections employees who are permanent in a competitive title or a Civil Service Commission-approved non-competitive title. Subject to current promotional and hiring restrictions</div> <div><input type="checkbox"/> State employees who are permanent in a competitive title or a Civil Service Commission-approved non-competitive title. Subject to current promotional and hiring restrictions</div> <div><input checked="" type="checkbox"/> Interested individuals who meet the stated requirements</div>			
JOB DESCRIPTION <p>Under the administrative direction of a Commissioner/designee of a state department, institution, or agency, independently directs and manages a very complex division encompassing several distinct educational program activities of the department; formulates goals and objectives; vocational, and/or related educational programs appropriate to a statewide student population; develops policies and procedures governing operations and work programs; does related work as required.</p> <p>More specifically, the ideal candidate is an expert in and has extensive work experience in Vocational Education and Training and additional experience in one or more of the following areas: Post-Secondary Education, Adult Basic Skills Education, GED Programs, K-12 Education. This position will manage two CTE educational service areas within the Office of Educational Services; 1) On Demand Computer Based Instruction Unit and 2) In Class Direct Instruction Unit. The Director of CTE and will lead the department in the creative expansion of traditional and nontraditional vocational education and workforce training opportunities through connectivity and non-connectivity opportunities. The Director will be required to conduct annual students interest surveys, conduct tours of field operations NJDOC correctional facilities a minimum of 3 times per week, prepare comprehensive high-level progress reports, meet regularly with executive staff on the status of the services offered and discuss the data outcomes. Supervision and conducting performance evaluations of key educational leaders in a designated track of services is required. Proficiency in report writing and data presentation is required.</p>			
REQUIREMENTS <p>EDUCATION: Graduation from an accredited college with a Master's degree in education or a related field.</p> <p>EXPERIENCE: Eight (8) years of education experience, five (5) years of which shall have been in a supervisory capacity.</p> <p>LICENSE: Appointees will be required to possess certification as a Teacher, Principal, Superintendent, School Administrator, or School Business Administrator, or Supervisor issued by the Department of Education.</p> <p>NOTE: Experience in a correctional setting, metropolitan school district, county college or state university working in the CTE industry with those economically disadvantaged is preferred.</p>			
BENEFIT(S)* <small>*Pursuant to the State/Department's policy, procedures and/or guidelines.</small>			
<p>Joining the second largest department in the State of New Jersey offers many benefits to acknowledge the hard work, dedication and leadership of staff members. Statewide benefits include:</p> <div><div><ul style="list-style-type: none">• Alternate Work Week available for some positions• Telework available for some positions• Deferred Compensation• Paid Time Off• 13 State Holidays• Health and Life Insurance• Pet Insurance available through certain plans</div><div><ul style="list-style-type: none">• Flexible and Health Savings Accounts (FSA)/(HSA)• Tuition Reimbursement• Public Student Loan Forgiveness (PSLF)• Up to \$250 in rewards for exercising• Gym membership discounts• Diversity & Inclusion events• Workplace security, health and safety• Incarcerated Person empowerment and rehabilitation</div></div>			
SAME PROGRAM INFORMATION <p>The SAME program allows candidates, who identify as having a significant disability, to apply for non-competitive and unclassified positions through a fast track hiring process. For more information about the SAME program and the Fast Track Hiring program, visit the CSC Website at: https://nj.gov/csc/same/overview/index.shtml, email: SAME@csc.nj.gov or please click here. If you have any questions, please email, or call the contact as indicated on the job vacancy announcement. If you are applying under the NJ "SAME" program, your supporting documents must be submitted along with your resume by the closing date indicated above.</p>			
APPLICATION INSTRUCTIONS			

DEDICATION

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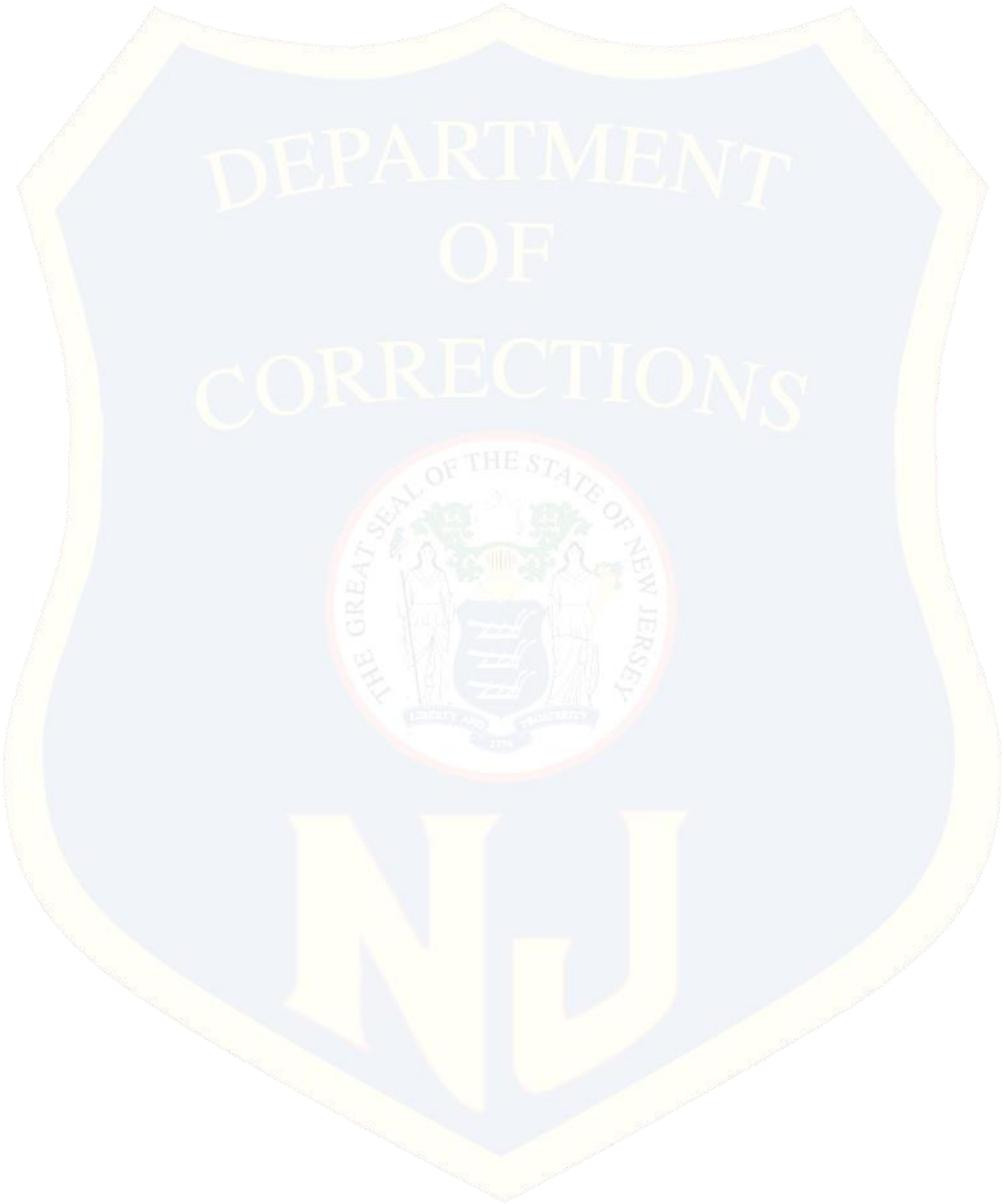
Please include resume and copy of transcripts (unofficial copies are acceptable), certification(s), and/or license(s), if applicable, in your response. Posting title and number must be included in the subject line of your email. All attachments must be sent in PDF or word format only. Additionally, you must provide your email address. To be considered, responses must be postmarked no later than closing date.

Emailed resumes are to be sent only to:

Civilian.Recruitment@doc.nj.gov

Forward Response To:

Robert Smith
Region 6 Personnel Services
Central Office, Civilian Recruitment
P.O. Box 863
Trenton, NJ 08625-0863



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The New Jersey Department of Corrections is an Equal Opportunity Employer