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Governor

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Lt. Governor

State of New Jersey
DIVISION OF ADMINISTRATION
DEPARTMENT OF LAW AND PUBLIC SAFETY
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Chief Administrative Officer

July 14, 2020
NOTICE OF JOB VACANCY
#20-91

An opportunity currently exists in the unclassified service with the Department of Law and Public Safety, Juvenile Justice Commission, for applicants who meet the requirements specified below:

TITLE: Supervisor of Educational Programs 2

SALARY: \$75,243.18 to \$107,223.96

LOCATION: Juvenile Justice Commission
New Jersey Training School
Monroe, New Jersey

NUMBER OF POSITIONS AVAILABLE: One (1)

DUTIES: Under direction of a supervisory official in a state department, institution or agency, organizes, administers, and supervises the total educational program in institutions or agencies where the staff numbers less than ten (10) educational personnel. Supervises staff and work activities. Prepares and signs official performance evaluations for subordinate staff; does related work as required.

REQUIREMENTS

CERTIFICATE: Applicants must possess a valid standard New Jersey Principals Certificate or Supervisor Certificate issued by the New Jersey Department of Education.

LICENSE: Appointee 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 the essential duties of the position.

NOTE: Ability to physically lift, move, and position clients as needed.

RESUME NOTE: Eligibility determinations will be based upon information presented in resume only. Applicants who possess foreign degrees (degrees earned outside of the U.S.) are required to provide an evaluation indicating the U.S. equivalency prior to the closing date. Failure to do so may result in your ineligibility.

If qualified, please send a cover letter indicating interest in job vacancy #20-91, current Principal or Supervisor Certificate and a current resume on or before the closing date of July 28, 2020 to:

Recruitment Officer
jjcrecruitment@jjc.nj.gov

-OR-

Juvenile Justice Commission
Office of Human Resources
Recruitment Officer
P.O. Box 107, Trenton, NJ 08625-0107

The "New Jersey First Act," N.J.S.A. 52:14-7 (L. 2011, Chapter 70), requires new public employees to reside in the State of New Jersey within one (1) year of employment. The Department of Law and Public Safety is an Equal Opportunity Employer and is committed to inclusive hiring and dedicated to diversity in our staff. We strongly encourage people from all groups and communities to apply.

