

EXECUTIVE DIRECTOR

ORGANIZATION: The Interstate Commission for Juveniles <http://www.juvenilecompact.org/>

LOCATION: Lexington, KY

COMPENSATION: Salaried position + Health Benefits

JOB TYPE: Full Time

POSTED ON: January 3, 2017

MINIMUM REQUIREMENTS

EDUCATION and SKILLS: Bachelor's degree in a related field and 5 years' community based corrections or 5 years' experience in Juvenile Compact or 5 years' experience in a justice related field.

CAREER LEVEL: Executive (VP/Senior VP/etc)

NON – PROFIT EXPERIENCE: 2-10 years

OUR ORGANIZATION

The Interstate Commission for Juveniles is established to fulfill the objectives of the Compact, through means of joint cooperative action among the Compacting states to promote, develop and facilitate a uniform standard that provides for the welfare and protection of juveniles, victims and the public by governing the Compacting states' transfer of supervision of juveniles, temporary travel of defined offenders and return of juveniles who have absconded, escaped, fled to avoid prosecution or run away.

Mission, Vision, and Values

The Interstate Commission for Juveniles, the governing body of the Interstate Compact for Juveniles, through means of joint and cooperative action among the compacting states, preserves child welfare and promotes public safety interests of citizens, including victims of juvenile offenders, by providing enhanced accountability, enforcement, visibility, and communication in the return of juveniles who have left their state of residence without permission and in the cooperative supervision of delinquent juveniles who travel or relocate across state lines.

The Interstate Commission for Juveniles will promote public safety, victims' rights, and juvenile accountability that is balanced with safeguarding those juveniles.

We **honor the Compact's spirit** of communication, collaboration and mutual respect among all parties in the Compact.

We **hold ourselves accountable** to our compact agreements.

We expect and support **continuous knowledge and skill development**.

We **seek sustainability of ICJ** via leadership development and national visibility.

We ensure that **everything we do supports the outcomes** stated in our mission.

JOB DESCRIPTION

As the chief staff leadership position within the Interstate Commission for Juveniles, the Executive Director provides day-to-day administrative oversight and supervision of the organization, its efforts, projects, relationships and staff. Works in concert with the Interstate Commission Chairperson, Executive Committee and Standing Committees. Works to promote the Commission among member and non-member states and promote the concepts and spirit of the Interstate Compact. Works to facilitate technical assistance, training and education to states and state officials on the Interstate Compact. Works to facilitate a high degree of communication and cooperation between the Juvenile Compact and other interstate agreements, national associations, research institutions and various officials. Works to ensure the productivity, effectiveness and quality of Interstate Commission products and services. Works to administer and manage Interstate Commission funds in cooperation with the treasurer and the secretariat organization. Works to ensure compliance with the terms of the Interstate Compact.

DUTIES:

Develops, directs, and coordinates all activities of the National Office in conjunction with the Interstate Commission, including, but not limited to:

- Manages the Commission's national office, which is located in Lexington, KY.
- Hires and supervises such other staff as may be authorized by the Commission.
- Recommends general policies and program initiatives for the Commission's consideration.
- Administers personnel policies governing the recruitment, hiring, management, compensation and dismissal of Commission staff.
- Implements and monitors administration of all policies, programs, and initiatives adopted by the Commission.
- Prepares draft annual budgets for the Commission's consideration.
- Monitors all Commission expenditures for compliance with approved budgets, and maintains accurate records of the Commission's financial account(s).
- Assists Commission members as directed in securing required assessments from the Compacting States.
- Executes contracts on behalf of the Commission as directed.
- Receives service of process on behalf of the Commission.
- Prepares and disseminates all required reports and notices directed by the Commission.
- Assists the Commission's officers in the performance of their duties under Article III in the Bylaws.
- Serves as the secretary of the Interstate Commission, but is not a member of the Commission. The secretary records and provides minutes of all Commission meetings and acts as the custodian of all documents and records pertaining to the status of the Compact and the business of the Commission.
- Works in conjunction with the treasurer in acting as custodian of all Commission funds.
- Works with the treasurer in having the Commission's financial accounts and reports, including the Commission's system of internal controls and procedures to be audited annually by an independent certified or licensed public accountant.
- Monitors the appointment of Commissioners and ascertains if those appointments are under the authority of state statutes.
- Issues legal advisory opinions, in conjunction with legal counsel, that compel signatory members to consistently apply rules.
- Assists states as necessary in organizing and establishing state councils.
- Serves as the spokesperson for the Commission on compact issues.
- Participates in community, state, and national associations and professional activities that define the delivery of services and aid in short and long-range planning of services and facilities.
- Provides an acceptable public relations program.
- Pursues a continuing program of formal and informal education in administrative, and management areas to maintain, strengthen, and broaden the concepts, philosophy, and ability of the Director.
- Manages operational research of issues, i.e., legal, programmatic, technological.
- Develops resources to enhance the effectiveness and efficiency of the compact.

OPPORTUNITY

This is an exceptional opportunity for an experienced executive to be an integral part in providing for the welfare and protection of juveniles, victims and the public community. The successful candidate will continue the organization's tradition of providing vital opportunities for education, advocacy, and celebration.

Come be a part of our History:

Following the initial success revising the Interstate Compact for Supervision of Parolees and Probationers (revised into the Interstate Compact for Adult Offender Supervision), the Office of Juvenile Justice and Delinquency Prevention (OJJDP) pursued a similar rewrite of the Interstate Compact on Juveniles. In 1999, OJJDP conducted a detailed survey which uncovered a number of contentious issues within the Compact's structure.

Along with the Council of State Governments (CSG), OJJDP determined that a revision of the existing compact as the only option for long-term change. In 2001, CSG worked with OJJDP and the Association of Juvenile Compact Administrators (AJCA) to develop and facilitate a drafting team of state officials to begin the design of a revised juvenile compact.

In 2002 after finalizing the Compact's language, an educational campaign began to help state's policymakers better appreciate and understand the need for a new Compact. By 2003, the new Juvenile Compact became available for introduction in the states. Throughout that year, twelve states adopted the revised Compact.

The new Compact reached its thirty-five-state threshold when Tennessee and Illinois enacted in 2008, allowing for transition and operational activities to commence. Since the first Commission meeting in December of 2008, every state and two territories have joined the new Compact.

HOW TO APPLY

Please apply with resume and cover letter to Cherrice M. Bryant, Recruitment Manager, Executive Search at:
<https://www.ziprecruiter.com/job/c44ee53f>