



THURSTON COUNTY
invites applications for the position of:

Criminal Justice Regional Program Manager

SALARY: \$6,632.00 - \$8,843.00 Monthly

OPENING DATE: 03/19/21

CLOSING DATE: 04/18/21 11:59 PM

SUMMARY OF DUTIES:

Thurston County is seeking a full-time **Criminal Justice Regional Program Manager** to manage, coordinate and implement programs related to criminal justice system reforms. This position will provide management-level support to the Thurston County Law and Justice Council and other elements of Thurston County's criminal justice systems.

The ideal candidate will have a background and knowledge of criminal justice system processes, practices and policies, and have experience working with high level community stakeholders including elected officials, judges, law enforcement, attorneys, the public, and other related members of the community. Additionally, the ideal candidate will have experience managing, analyzing and regularly presenting program data.

The Criminal Justice Regional Program Manager is an at-will position and reports to the County Manager. The incumbent exercises considerable independent judgment and decision-making on technical and administrative matters, and may be assigned supervisory responsibilities.

Essential functions include but are not limited to:

- Data and policy analysis, legal and scientific research, and project management.
- Extensive work and consultation with stakeholders representing local, state and federal criminal justice system.
- Facilitate and promote continuous process improvements and adoption of best practices throughout the Thurston County criminal justice system.
- Enhance and develop program areas including goals and objectives, work tasks and associated budgets. Seek funding sources for new program areas. Prepare and submit grant applications.
- Analyze and interpret technical information and develop programs to effectively reach specific audiences. Design and develop program short- and long-term goals. Prepare and present complex data in an effective manner using tables, graphs and visual aids.
- Develop performance indicators to measure progress on programs and projects.
- Monitor new policies and legislation at state and local levels and forecasts the potential impact of legislation on the local justice system.
- Manage assigned program budgets and expenditures.

Please follow these links for additional information on the [Thurston County Law and Justice Council](#) and to the [Law and Justice Council charter resolution](#).

QUALIFICATIONS:

- Bachelor's degree in a relevant field such as Statistics, Law & Justice, Public Administration, Public Policy, Political Science or related field.
- Six (6) years of progressively responsible experience related to public program policy development at a regional level, to include experience working with elected officials.
- Demonstrated competence in the principles and practices of public policy development and administration.
- Current Washington State Driver's license or have requested and obtained an appropriate accommodation.
- Ability to efficiently use a personal computer and applicable software to successfully perform the essential job functions of the position.

DESIRED SKILLS:

- Master's degree in Public or Business Administration or closely related field.
- Thorough understanding of all program areas within the law and justice field (Courts, Probation, Law Enforcement, etc.), to include evidence-based or best practices, and affiliated and related private and private law and justice programs.
- Experience with data collection, analysis and presentation.

OTHER POSITION RELATED INFORMATION:

Questions about this Position?

The contact person for this recruitment is **Ramiro Chavez, County Manager, (360) 754-2960** or ramiro.chavez@co.thurston.wa.us.

This position is:

- At-will and serves at the pleasure of the appointing authority
- Eligible for benefits
- Not represented by a Union
- Not eligible for overtime under the Fair Labor Standards Act (FLSA)

Items required for consideration:

- Application
- Letter of Interest
- Resume

APPLICATIONS MAY BE FILED ONLINE AT:
<https://www.governmentjobs.com/careers/thurstonwa>

Position #03R01520
CRIMINAL JUSTICE REGIONAL PROGRAM MANAGER
AM

Thurston County
2000 Lakeridge Drive SW
Olympia, WA 98502
(360) 786-5498

