

NYC OFFICE OF THE MAYOR
MAYOR'S OFFICE OF CRIMINAL JUSTICE

Position: Intern for the Justice Initiatives Team

Location: New York, New York

ORGANIZATIONAL PROFILE: The Mayor's Office of Criminal Justice (MOCJ) advises the Mayor and First Deputy Mayor on criminal justice policy and is the Mayor's representative to the courts, district attorneys, defenders, and state criminal justice agencies, among others. The office designs, deploys, and evaluates citywide strategies to drive down crime, reduce unnecessary arrests and incarceration, and improve the system's fairness. MOCJ works with law enforcement and city agencies, non-profits, foundations, and others to implement data-driven strategies that address current crime conditions, prevent offending, and build the strong neighborhoods that ensure enduring safety. The office draws on various disciplines, including behavioral economics to "nudge" conduct and machine learning to develop reliable predictive analytics. Examples of MOCJ's work include:

- [Justice Reboot](#), making the system fairer and more efficient by safely driving down the jail population. These reforms include [reducing case processing times in the courts](#) and [making the summons process easier and more transparent](#);
- [The Mayor's Action Plan on Behavioral Health and the Criminal Justice System](#), a set of interlocking public health and public safety strategies that aim to reduce the number of people with behavioral health needs cycling through the criminal justice system;
- [The Mayor's Action Plan for Neighborhood Safety](#), a comprehensive initiative to reduce crime and strengthen neighborhoods in and around the 15 New York City Housing Authority developments that account for 20 percent of all violent crime in the City's public housing; and
- [The Mayor's Citywide Initiative to Reduce Gun Violence](#), a comprehensive, neighborhood-based strategy to prevent gun violence in 14 precincts that account for 51 percent of shootings in New York City.

JOB RESPONSIBILITIES: The Mayor's Office of Criminal Justice is seeking an intern for Fall 2015, to do data analysis and computer-based support work for the Justice Initiatives team. The Justice Initiatives team focuses on efforts to reduce unnecessary incarceration using data-driven and evidence-based techniques. This internship is for work on case processing, which is a critical component of increasing the fairness and efficacy of the criminal justice system.

Day to day tasks will include:

- Organizing and analyzing information related to case processing.
- Tracking developments in case processing data.
- Working to populate data sets, and creating systems to disseminate this information.
- This internship may also include the opportunity to attend meetings with partners and stakeholders and to conduct site visits in addition to professional experience in an exciting policy environment.

PREFERRED SKILLS/QUALIFICATIONS:

- Undergraduate student or highly motivated high school student.
- Ability to use Microsoft Excel for basic data analysis.
- The ideal candidate will be a self-motivated problem solver with excellent communication and writing skills.
- An interest in criminal justice and / or the legal system.
- Available to start in October 2015, and available to work at least 5 hours per week (timing is flexible).

SALARY: Unpaid

TO APPLY: Submit a resume to CJCResumes@cityhall.nyc.gov. Please be sure to include “Intern, Justice Initiatives Team” in the subject line.

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