

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

**Position:** Chief Research Officer

**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 Description**

Under the direction of the Director, with wide latitude for initiative, judgment and action, the Chief Research Officer is the Office's senior level member responsible for designing and managing the deployment of MOCJ's research, data integration, and program evaluation strategies. In overseeing a number of high profile research initiatives, the Chief Research Officer will manage the unit and mentor staff; identify relevant analytical frameworks; develop research and evaluation strategies to inform planning and policy development; draft data requests, prepare reports and present empirical findings to policymakers and diverse audiences; design, develop and maintain criminal justice system research dashboards for internal tracking and research purposes; and assess the impact of criminal justice policies across all stages of the criminal justice system. As a member of the Director's Senior Leadership Team, the Chief Research Officer will work closely with program leadership to ensure that MOCJ goals and objectives are achieved.

The desired candidate's skills and responsibilities should include and not be limited to:

- **Strong quantitative research skills with a track record of setting a research agenda and leveraging internal and external research to set and implement strategic goals**
  - Among other responsibilities, the Chief Research Officer will determine research priorities within the office, oversee the research team, and be responsible for the timeliness and integrity of all research findings and data.
- **Demonstrated project management and problem-solving skills, with the ability to effectively navigate multiple priorities**
  - Among other projects, the Chief Research Officer will develop, support, and lead the construction of an integrated, inter-agency data and information backbone for criminal justice agency data sharing and oversee the development of “compstats” to ensure the achievement of goals in particular subject areas, examples of which include reduction of violent crime and diversion of low-level offenders from incarcerative settings
- **Ability to provide thought leadership on recent criminological research and best practices in criminal justice systems operation**
  - The Chief Research Officer will contribute to the evaluation of different projects, including aspects of the [comprehensive strategy](#) recently launched addressing the intersection of the mental health and criminal justice systems. He/she should possess the creativity and adaptability necessary to generate new ideas and utilize data to refine strategies.
- **Demonstrated operational leadership and success implementing programs**
  - The Chief Research Officer will be responsible for work with program directors in the implementation of various MOCJ initiatives, including but not limited to [the Mayor's Action Plan for Neighborhood Safety](#), a targeted, multi-pronged, place-based strategy to reduce violent crime in fifteen New York City Housing Developments.
- **Effective leadership and communication skills, with the capacity to convey credibility with both internal and external stakeholders and advise the Director on office operations and objectives**
  - The Chief Research Officer should possess strong communication skills and be able to effectively represent the Director at inter-agency/mayoral meetings; promote coordination of MOCJ activities with other organizations, private foundations, academic institutions and professional community organizations; and serve as the Office's representative on research and evaluation matters with City, State, and Federal agencies.

**Preferred Qualifications:**

- A Ph.D. or Master's Degree in a relevant social science or policy-oriented subject, including 18 months of executive, managerial, administrative or supervisory experience, described below:
  - Five years of full-time professional experience working with a substantial public or private concern, on administration management, personnel or public administration, recruitment, staff development, program planning/administration, social services program planning/evaluation, fiscal management or a related area, 18 months of which must have been in an executive, managerial, administrative, or supervisory capacity;
- Proven record of managing multiple projects and meeting tight deadlines;
- Demonstrated capacity working with qualitative and quantitative data, including extensive background in data management and analysis;

- Strong background and working knowledge of juvenile justice, criminal justice, and/or policing issues;
- Mastery of advanced analytic and evaluative principles and concepts;
- Proven ability to establish and maintain effective working relationships;
- Ability to analyze and recommend policies and procedures with strategic foresight;
- Ability to propose innovative approaches to complex problems;
- Ability to handle sensitive and discrete matters in a highly confidential manner; and,
- Skill in public speaking and the proven ability to present the Office's position in meetings with high level officials and other government and private entities.

**TO APPLY:** Submit a cover letter, resume, and three (3) references to [CJCResumes@cityhall.nyc.gov](mailto:CJCResumes@cityhall.nyc.gov). Please be sure to include "Chief Research Officer" in the subject line. Applications are due by February 29, 2016.

**New York City Residency Is Required Within 90 Days of Appointment**  
**The City of New York and the Office of the Mayor are Equal Opportunity Employers**