

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



Position: Senior Criminal Justice Research Manager

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. To ensure effective results, the office draws on various disciplines, such as 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: Under the direction of MOCJ's Chief of Research & Data Strategies, the Senior Criminal Justice Research Manager will oversee a number of high profile research initiatives. Responsibilities include identifying relevant analytical frameworks; developing research and evaluation strategies to inform planning and policy development; drafting data requests, preparing reports and presenting empirical findings to policymakers and diverse audiences; designing, developing and maintaining criminal justice system research dashboards for internal tracking and research purposes; assessing the impact of criminal justice policies across all stages of the criminal justice system.

Ideal candidates would have the ability to:

- Define and explain a longer-term view of research in support of MOCJ initiatives;
- Manage resource dependencies across multiple projects and/or teams;
- Prioritize and meet deadlines;
- Build and maintain relationships with government partners;

- Motivate through leadership;
- Mentor and oversee the work of junior and mid-level research staff ;
- Develop and execute work plans;
- Operationalize performance measures and evaluation strategies;
- Develop data requests and data transfer protocols;
- Clean, merge, and code data for analysis;
- Conduct quantitative and qualitative analyses;
- Write reports;
- Develop and write research proposals;
- Present research projects and findings to diverse audiences

PREFERRED SKILLS/QUALIFICATIONS:

- Experience working with and analyzing large databases;
- Experience on evaluation projects;
- Extensive knowledge of criminal justice policy issues and best practices;
- Ability to translate research findings for broad audiences;
- A combination of the quantitative, analytical, and writing skills, relevant substantive knowledge, and social policy research experience needed to perform the duties described above; and
- Academic knowledge of, and research experience generally associated with, the attainment of a Ph.D. in a discipline relevant to the requirements above, plus 2 or more years of experience; or a Master’s degree combined with particularly strong relevant skills and at least 3 years of relevant experience.

SALARY: Commensurate with experience

TO APPLY: Submit a cover letter, resume, and three (3) references to CJCResumes@cityhall.nyc.gov. Please be sure to include “Senior Criminal Justice Research Manager” in the subject line.

New York City Residency Is Required Within 90 Days Of Appointment
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