

Career Opportunity: Assistant Deputy Director – Field Services

Ramsey County Community Corrections is seeking an Assistant Deputy Director for its Field Services Division. This is a full-time hybrid position based in downtown Saint Paul, Minnesota. The salary range for this benefit-eligible position is \$90,250.74 - \$134,138.67 annually.

About Ramsey County Community Corrections

The 470 employees of Ramsey County Community Corrections provide services to more than 10,000 justice involved clients. This work is supported by three divisions:

- 1) The Administrative Services Division, which provides fiscal support, strategic planning, research and evaluation, information technology, human resources management, quality assurance, and contract development.
- 2) The Facilities Division, which oversees the 556-bed Ramsey County Correctional Facility (RCCF) and the 44-bed Juvenile Detention Center.
- 3) The Field Services Division, comprised of Adult Services, which provides pre-trial, parole and probation services to clients who are 18 years or older when they have committed crimes, and Juvenile Services, which provides services to youth and young adults aged 10-24.

Ramsey County is committed to putting well-being and community at the center of its justice system transformation and are nationally recognized as being at the forefront of reform efforts. We are guided by a strategic plan that focuses on four major goal areas: 1) One Client, One Plan, 2) We Reflect the Clients and Communities We Serve, 3) We Communicate and Engage, and 4) More Community, Less Confinement.

We foster safe communities by helping clients remain crime free by addressing risk factors, identifying needs, and guiding development of skills that support long term change and successful completion of their probation. We are committed to:

- Collaborating with clients to develop supervision plans that address the behaviors that put themselves and others at risk.
- Helping clients access needed mental and chemical health services, educational supports, and cognitive behavioral programming to reduce problematic and violent behavior.
- Working with our community partners to enhance capacity for client services.
- Offering restorative justice services so clients can address the harm they caused to victims and the community.
- Partnering with community to build trust and to collaborate on system reform.
- Collaborating with our judges and other justice system stakeholders to address decision points that contribute to system inequities and disparities.

About This Role

This position is one of four Assistant Deputy Director positions within the Field Services Division and assists the Deputy Director of Field Services in the management and supervision of the division. The current vacancy is with the Adult Services Division. Responsibilities include:

- Practice and support the goals and priorities of the Department and Division
- Overseeing the day-to-day operations of the division
- Coaching, supporting, evaluating and supervising up to 10 supervisory staff, each with 10 or more direct reports.
- Maintaining and monitoring fiscal, program and service provision accountability
- Formulation, implementation and oversight of division goals and outcomes
- Partnering with Human Resources to attract and retain a diverse and talented staff
- Advancing race equity within the department, for clients and the community

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- Supporting and guiding inclusive, effective and meaningful community engagement
- Representing Ramsey County on county and state-wide workgroups
- Managing and directing the operations of the division in the absence of the Deputy Director

Successful candidates must be knowledgeable about and skilled in:

- Managing conflict and organizational change
- Establishing and monitoring budgets
- Cultural competency working with diverse staff, clients, and community-based agencies
- Oral and written communication
- Establishing and enforcing policies and procedures
- Creating and delivering effective presentations
- Ability to lead task-oriented work groups
- Supervising and managing remote staff
- Government data practices
- Managing deadline-driven competing priorities
- Teamwork

Preferred qualifications for this position include knowledge and skill in the areas of:

- Evidence-based practices
- The laws, rules and regulations governing the administration and management of corrections programs
- The operations of the judicial system and associated procedures and policies.
- Motivational Interviewing, Family Engaged Case planning, Effective Supervision Practices (ESP), cognitive behavioral programming, and Probation Transformation
- Correctional MIS and database systems (CSTS, SSS, UNITY, MNCIS, MGA)
- Managing in a union-represented environment

More Information / How to Apply

To be considered for this opportunity, you must have:

- A Bachelor's degree in social or behavioral science or a closely related field, and
- Seven years of experience in corrections or a related field, at least three years of which must be as a Ramsey County Community Corrections Supervisor or four years as a supervisor or manager in the field or corrections or a corrections-related field.

To view or print a copy of the complete Ramsey County job (class) description for this job, go to

<https://www.governmentjobs.com/careers/ramsey/classspecs/69976> or scan the QR code below.



To receive notifications and apply for this and other Ramsey County employment opportunities, go to

https://service.govdelivery.com/accounts/MNRAMSEY/subscribe/new?topic_id=MNRAMSEY_1 or scan the QR code below.

