Buncombe County, North Carolina is seeking a Director of Justice Services.

The community boasts unparalleled aesthetic beauty in tandem with established and ever growing cosmopolitan amenities. With a population of nearly 260,000 people and spanning 660 square miles, Buncombe County is the perfect intersection of mountain charm and creature comforts. Asheville is the county seat, and there are five other municipalities as well as a diverse mix of unincorporated areas. Here you’ll find a unique mix of urban and rural communities, all a short drive from cities such as Charlotte, Atlanta, Knoxville, and more. Buncombe is known for its natural beauty and is surrounded by multiple national parks. An evening drive on the Blue Ridge Parkway is an unforgettable scenic trip with breathtaking views of our majestic mountains.

More than 225 years old, Buncombe County has compiled an impressive roster of historically notable visitors and residents such as George Vanderbilt, E.W. Grove, Thomas Wolfe, F. Scott Fitzgerald, and others whose imprints are scattered throughout the county. The iconic Biltmore House is the country’s largest privately owned residence, still owned by George Vanderbilt’s descendants and receives more than one million visitor every year.

Buncombe County is home to two innovative public school systems, charter schools, a community college with diverse offerings, private colleges, and the University of North Carolina at Asheville.

Whether it be venerable institutions or up-and-coming businesses, Buncombe County has the infrastructure, outdoor amenities, and quality of life that continues to attract top-notch talent from around the world.
The Position: Justice Services Director

The purpose of this position is to set a clear vision, direction and action plan for the Department of Justice Services, as well as lead the County’s strategic efforts in the area of criminal justice reform. This position will manage criminal justice related matters, including but not limited to: supervision justice programs and services, and working collaboratively with partners to enhance the efficiency and effectiveness of the Buncombe County criminal justice system.

Essential functions:
• Provide oversight and supervision for the justice program including but not limited to: juvenile justice system coordination and services, adult diversion services, re-entry services, treatment courts, pretrial services, and victim support and offender accountability services.
• Work collaboratively with multiple County departments and partners to develop strategic work plans, policies and procedures; collaborate with governmental, judicial, and private agencies to coordinate services and assist in the resolution of problems, questions, or requests related to services provided.
• Provide direct and indirect supervision to staff assigned to the Justice Resources Department ensuring adherence to established policies, procedures, and standards.
• Provide staff with strategic, practical and professional guidance and support to ensure clear, accurate and timely public information is made available.
• Research and analyze critical issues identified and recommend programmatic, policy, procedural, or legislative changes to criminal justice practices and procedures in the County, incorporating concepts of continuous quality improvement.
• Led efforts to improve the efficiency, effectiveness and fairness of the criminal justice system, including the successfully implementation of grants, programs and policy initiatives; provide professional consultation for councils and other governing committees and subcommittees.
• Coordinate, evaluate and monitor assigned performance based contracts and ensure compliance.
• Provide logistical and staff support to the Justice Resource Advisory Council (JRAC) to include
coordinating, planning and implementation of JRAC committees, initiatives and activities.

• Oversee departmental budget, including planning, preparing, and administering financial and personnel resources to maximize effectiveness within established budgets.

• Evaluate fiscal and programmatic performance outcomes and ensure accurate and timely reporting and data driven decision making.

• Perform other related duties as assigned.

Minimum Education, Training and/or Experience (required at time of hire):
Graduation from an accredited college or university with a Bachelor’s Degree in public administration, criminal justice, sociology, human service or similar field and seven years of experiences in a related field; and three years managerial, supervisory or executive experience; or an equivalent combination of education and experience.

Preferred Education: Master’s degree in public administration, criminal justice, sociology, human service or similar field. Preferably consideration for LCSW, LPC, LCAS, LP, or associate level for any one of these credentials.

Special Skills: Experience developing and implementing evidence based programs, experience in racial equity and community engagement, ability to exhibit sound judgement and decision making.

Knowledge, Skills, Abilities, and Other Abilities:

• Knowledge of local criminal justice systems and county government.

• Knowledge of principles, practices, procedures and philosophies of public administration, health and behavioral health systems, community based services.

• Knowledge of personality theory, interpersonal relations and methods of interpersonal assessment and treatment; human development, mental illness and mental retardation; understanding cultural differences, values and lifestyles.

• Knowledge of the principles of supervision, training, and performance evaluation.

• Knowledge of medical terminology and diagnosis and pharmacology; knowledge of medical, behavioral and socio-economic problems and their treatment; local health care, educational, legal, judicial and criminal systems.

• Knowledge of numerous funding sources and how to utilize them; state governmental and private organizations as well as public, private and volunteer agencies/resources available in the community.

• Skill in data collection and analysis, with the ability to develop and effectively present information clearly and in a compelling manner to include the preparation, presentation and administration of budgets.

• Ability and skills to develop, recommend, and implement effective plans and programs and objectively evaluate progress toward goals and timetables.

• Knowledge of the principles of supervision, training, and performance evaluation.

• Ability to identify and/or develop new programming to meet system gaps and new funding sources.

• Ability to successfully foster and maintain relationships with Criminal Justice stakeholders and partners in the community.

• Ability to analyze administrative and programmatic problems and then develop and implement appropriate strategies to address these issues.

Organization Conformance Standards for all positions:

• Interact with other employees, customers and partners in an effective manner, with professionalism and cultural competency; work effectively and efficiently as a team contributor including interacting, communicate clearly and effectively both orally and in writing.

• Maintain knowledge of the agency organizational rules, policies, procedures, services and mission.
• Plan, prioritize, and organize work effectively to produce quality work with measurable results and within identified deadlines.
• Function in highly stressful circumstances and demonstrate the ability to adapt to changing priorities, deadlines and directions; ability to maintain calm demeanor while dealing with stressful situations and customers.
• Conduct business in an ethical manner at all times while maintaining a high level of professionalism and confidentiality; coordinate work efforts with other employees and organizations to accomplish a common task.
• Safely and successfully perform the essential job functions consistent with ADAAA, FMLA and other federal, state, and local standards, including meeting qualitative and/or quantitative productivity standards.
• Maintain regular, punctual attendance consistent with ADAAA, FMLA and other federal state and local standards.
• Ability to successfully pass a drug screen and criminal background check.

Posting End Date: 4/30/2020

Salary Range: $95,000 - $115,554