

### Class Concept

Position serves as the executive director of the Governor's Crime Commission. The Governor's Crime Commission serves as the chief advisory body to the governor and the secretary of Public Safety on crime and justice issues. GCC has forty-four members including leaders of criminal justice and human services agencies, representatives from the courts, law enforcement, local government, the General Assembly and private citizens. The forty-four members, along with agency staff, set program priorities, review applications and make recommendations to the governor for the State's Criminal Justice, Crime Victims' Services and Juvenile Justice Federal grants. Federal block grants are awarded each year to government, education and social service agencies to start new and innovative programs and to continue efforts to reduce crime.

Position is responsible for understanding federal funding mechanisms, research of criminal and juvenile justice issues, long-range planning of policies and programs related to the research and development of federal grants.

### Recruitment Standards

#### Knowledge, Skills, and Abilities

- Thorough knowledge of research/planning techniques, grants programs, and the criminal justice system.
- Skill and ability to accurately and objective examine and evaluate Commission's functions, operations, policies, procedures, and personnel, to determine if the Commission is achieving its objectives and goals in an efficient and effective manner.
- Ability to coach, mentor, make hiring decisions, and discipline employees as appropriate.
- Ability to administer state policies regarding the administrative matters of personnel, budget, and purchasing.
- Ability to effectively communicate wide a diverse audience both orally and in writing.

#### Minimum Education and Experience

Bachelor's degree in sociology or political science from an appropriately accredited school and six years of experience in the law and order field, three of which must have been in a managerial or administrative capacity, preferably including extensive public contact; or an equivalent combination of education and experience.