

Civil Division: Oneida County Government  
Jurisdictional Class: Competitive  
EEO Category: Professionals  
Revised: 07/28/15

## **SAVE OUR STREETS PROGRAM DIRECTOR**

**DISTINGUISHING FEATURES OF THE CLASS:** This is specialized work in the office of the District Attorney involving the incumbent's responsibility for the management and direction of the group violence reduction strategies employed by the Oneida County Gun Involved Violence Elimination (GIVE) Partnership. The incumbent in this position must have a strong pre-existing working relationship with key stakeholders in the communities most affected by gun violence in the City of Utica. Under the administrative direction of the District Attorney and the direct direction of the Assistant District Attorney, the employee exercises considerable judgment in the formulation of focused deterrence strategies based on the evolving street intelligence relative to gun crimes and related violence affecting the City of Utica. Supervision is not normally a responsibility of this class. The incumbent performs related work as required.

**TYPICAL WORK ACTIVITIES:** (Illustrative only)

Recruits appropriate team members from the affected community and coordinating team members and individual call-ins with members of targeted groups;  
Implements, with the assistance of SOS Team members, group meetings among and between identified offenders to facilitate dialogue about ongoing problems, to identify non-violent solutions, and also to inform and educate them on topics, such as, anger management, alternatives to violence and the dangers of involvement in firearms and narcotics activity;  
Is integrally involved in the community and proactively works to diffuse tensions between rival groups to prevent incidents of violence;  
Continually works to reinforce the concept of procedural justice in Oneida County;  
Serves as a facilitator at ongoing community relations forums involving the District Attorney's Office and Utica Police Department.

**FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:** Good knowledge of management and organizational skills; good knowledge of community resources; good knowledge in the areas of anger management and violence prevention; skill in analyzing and interpreting data and information; ability to relate to affected populations in a culturally sensitive manner; ability to establish and maintain an effective working relationship with coordinating staff; ability to express oneself effectively both orally and in writing; ability to understand oral and written directions; ability to meet the public and to address groups effectively; ability to secure the cooperation of others; tact; resourcefulness.

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**MINIMUM QUALIFICATIONS:** Either:

- (A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree **AND** four (4) years of experience working with at-risk youth, victims and offenders in minority communities, **AND** three (3) years of experience conducting community education and forums on the justice system and race relations, **AND** three (3) years of experience in organizing and directing community activities promoting non-violence; **OR**
- (B) Graduation from a regionally accredited or New York State registered two-year college with an Associate's degree **AND** six (6) years of experience working with at-risk youth, victims and offenders in minority communities, **AND** three (3) years of experience conducting community education and forums on the justice system and race relations, **AND** three (3) years of experience in organizing and directing community activities promoting non-violence; **OR**
- (C) Graduation from high school or possession of a high school equivalency diploma **AND** eight (8) years of experience working with at-risk youth, victims and offenders in minority communities, **AND** three (3) years of experience conducting community education and forums on the justice system and race relations, **AND** three (3) years of experience in organizing and directing community activities promoting non-violence.

**NOTE:** Verifiable part-time experience as stated above will be pro-rated toward meeting full-time experience requirements.

Adopted: 06/22/15

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