PROJECT DIRECTOR (COMMUNITY-BASED VIOLENCE PREVENTION PROGRAM)

30780
(Competitive)

DISTINGUISHING FEATURES OF THE CLASS

The work involves responsibility for administering and planning the services, programs and activities of the Community-Based Violence Prevention Program in the City of Syracuse. An employee in this position performs specific, long range and immediate planning of the department's programs and coordinates a variety of tasks in order to reduce violence, specifically gang and gun violence, in the community. Supervision is received from the Director of Research, who allows leeway for the exercise of independent judgment and initiative. Does related work as required.

TYPICAL WORK ACTIVITIES

Develops and plans the various services and activities to change the community norms regarding violence, to provide alternatives to violence and to increase awareness of the risks/costs of involvement in violence among high-risk groups.
Works directly with faith and community-based organizations/leaders to help reduce, resolve and intervene in conflicts and to promote alternatives to violence.
Provides community awareness and comprehension of the problems of high-risk groups by attending meetings and speaking to groups concerning the problems of violence.
Studies and evaluates accumulated data a reports and makes recommendations for needed services.
Examines effects of publicity, program challenges, and suggestions for improvement, etc.
Coordinates the planning and budget preparation for program.

FULL PERFORMANCE KNOWLEDGES SKILLS. ABILITIES AND PERSONAL CHARACTERISTICS

Thorough knowledge of program analysis and planning techniques.
Good knowledge and awareness of gang involvement, suppression techniques and prevention/intervention programming including the ability to explain these concepts to individuals from different socioeconomic and cultural backgrounds.
Good knowledge and ability to move with fluidly between a variety of professional environments including law enforcement, education and social services.
Good understanding of cultural competencies and awareness.
Good knowledge of conflict resolution techniques and consensus building skills in high pressure environments.
Ability to establish and maintain effective working relationships with educators, parents and community organizations.
Ability to express ideas clearly both verbally and in writing to a variety of audiences.
Ability to assist with data management in coordination with federal, state and local agencies.

MINIMUM QUALIFICATIONS

A. Graduation from a regionally accredited or New York State registered college or university with a Master's Degree and one (1) year of professional level work experience, or its part time equivalent, in a public or non-profit agency working with a diverse ethnic, gender, age, language and cultural groups; or,
B. Graduation from a regionally accredited or New York State registered college or university with a Bachelor's Degree and three (3) years of professional level work experience, or its part time equivalent, in a public or non-profit agency working with a diverse ethnic, gender, age, language and cultural groups.

Date Written: 1/2014