

JBE Program Director

The Nebraska Supreme Court is accepting applications for a Judicial Branch (JBE) Program Director. Under the direction of a Deputy or Assistant Deputy Administrator, this position is responsible for planning, organizing, directing, coordinating and evaluating one or more programs within the Administrative Office of Courts and Probation, acting as liaison between Federal, State and local agencies, courts, stakeholders with responsibility for the management and overall quality/effectiveness of a comprehensive education program for Nebraska state court judges and employees of the Nebraska Judicial Branch.

Job duties:

Duties include organizing, directing and managing assigned major education programs and services for courts and/or probation. Monitors and evaluates program quality and effectiveness in terms of Judicial Branch goals and objectives; compiles and analyzes pertinent data and presents conclusions. Recommends program budget, staffing, resource needs, policies, curriculum and training to the Administrator, Deputy Administrator and Assistant Deputy Administrator for all judges, court and/or probation staff, and stakeholders concerning programming and services. Attends, participates and presents in a variety of inter and intra-agency meetings, State conferences/workshops and other professional exchanges to represent the Administrative Office of Courts and probation.

Knowledge, skills and abilities:

Thorough knowledge of the principles of adult education and curriculum design and of modern principles and practices of employee training and development. Knowledge of the principles and practices of planning, organizing, and supervising programs, including effective leadership and management; strong management and communication skills, as well as problem-solving skills and the ability to participate effectively in the decision-making process; laws and regulations as they relate to courts, probation. Ability to design, plan, organize, direct, conduct, and evaluate continuing education programs, conferences, and training and the work of a multi-disciplinary professional staff providing programming and services, including case management services; to identify the need for and develop proposed changes in current program practices, policies and procedures and analyze, evaluate, and develop specialized programs. Communicate effectively in both oral and written forms, expressing complex and technical terminology and concepts in an understandable manner. Ability to travel as required.

Qualifications / Requirements:

Advanced degree in a related field and at least 3 years in a program oversight position; OR a bachelor's degree with 5 years in an oversight position involving working within juvenile justice, criminal justice and the courts, policy and program development, dispute resolution; OR a bachelor's degree with three years of licensed or certified professional experience in a multidisciplinary program, which includes experience in administrative management.

Closing date: 02/22/2020

Hiring rate of position: \$83,838.48 annually

Please visit www.statejobs.nebraska.gov to fill out the State application. The State of Nebraska complies with Nebraska's Veterans Preference Laws.