

WINNEBAGO COUNTY

NON BARGAINING UNIT VACANCY:

ILLINOIS CENTER OF EXCELLENCE DIRECTOR

SALARY: \$70,000-85,000 a year
based on experience
plus benefits

Grant Funded 18 Months

ILLINOIS CENTER OF EXCELLENCE:

The Illinois Criminal Justice Information Authority has awarded Winnebago County a \$260,000 Justice Assistance grant to establish the Illinois Center of Excellence for Behavioral Health and Justice to serve the entire state. The mission of the Illinois Center of Excellence is to equip communities to appropriately respond to the needs of persons with behavioral health disorders who are involved in the criminal justice system. To accomplish that mission, the Center will provide technical assistance, resources, and training to improve systemic responses for persons with mental health and/or substance use disorders involved in the criminal justice system. The Center will also compile information about evidence based practices and conduct research. For more information on the Center's activities and operations, go to www.icjia.state.il.us/public/ or www.illinois17th.com.

The implementation of the Illinois Center of Excellence will occur over an 18 month time period and will develop different aspects of the program over that time period. Within the first 6 months, the strategic planning and statewide mapping done in 2008-2009 through the Illinois Division of Mental Health's Transformation Initiative will be reviewed; evidence based practices will be researched and recommended; data will be collected; website development will begin; and training plans will be created. During the following 12 months, counties and circuits throughout the state will be contacted and training and service delivery will begin. Services will also be provided to treatment providers.

SUMMARY OF REQUIREMENTS AND RESPONSIBILITIES:

Winnebago County is accepting applications for the position of Director of the Illinois Center of Excellence. The Director must possess a post-baccalaureate degree in a relevant area, including but not limited to, behavioral health, law, court administration, criminal justice, or public administration. The Director must also understand and have the ability to further the mission of the Illinois Center of Excellence; knowledge of specialty courts including mental health courts, drug courts and veterans courts, and diversion alternatives; knowledge and experience with court systems; and is conversant with clinical aspects of mental health and substance use disorders and behavioral health treatment for justice involved persons. The Director will perform other duties necessary for the operation of the Illinois Center of Excellence, including but not limited to:

- » Work with the Board of Directors and Advisory Board regarding the implementation of the Illinois Center of Excellence; (including but not limited to the mission, goals and strategic plan)
- » Seek and write applications for grants and funding sources;
- » Hire and/or supervise and train Illinois Center of Excellence personnel;
- » Promote the activities and operations of the Illinois Center of Excellence;
- » Develop a repository of information about evidence based practices, programs and training;
- » Ensure compliance with all grant requirements and reports;
- » Develop and/or adopt protocols, procedures and informational documents for the Illinois Center of Excellence;

- » Train and/or coordinate trainings on specialty courts and evidence based practices and diversion programs consistent with the mission, goals and strategic plan of the Illinois Center of Excellence and the direction of the Board of Directors;
- » Establish data elements for collection of data regarding the activities and outcomes of the Illinois Center of Excellence and perform the collection of data;
- » Cooperate with and ensure the objective evaluation of the Illinois Center of Excellence activities and outcomes by an outside entity selected and approved by the Board of Directors;
- » Perform day-to-day financial duties for the Illinois Center of Excellence;
- » Establish partnerships with agencies and organizations integral to the functioning of the Illinois Center of Excellence;
- » Work with the media regarding the Illinois Center of Excellence

The Director will be a County of Winnebago employee under the supervision of the Chief Judge of the 17th Judicial Circuit Court, or his or her designee, and work with the University of Illinois College of Medicine at Rockford, the Board of Directors of the Illinois Center of Excellence and the Advisory Board of the Illinois Center of Excellence. The home office for the Illinois Center of Excellence will be located at the University of Illinois, College of Medicine at Rockford, 1601 Parkview Avenue, Rockford, Illinois 61107.

PRIOR EXPERIENCE/SKILLS PREFERRED:

- » Experience in the areas of public administration, court administration, behavioral health and/or data collection;
- » Experience with or in the Illinois criminal justice system;
- » Grant writing, grant management and grant reporting experience;
- » Supervision of staff;
- » Experience with the media;
- » Budgetary and financial responsibilities;
- » Excellent computer/technology skills;
- » Experience with data collection systems;
- » Best practices research;
- » Training/public speaking; and
- » Strategic planning experience.

SEND COVER LETTER, RESUME, LIST OF 3 REFERENCES

AND PROFESSIONAL WRITING SAMPLE (NOT TO EXCEED 2 PAGES) BY EMAIL TO:

TODD SCHROEDER
COURT ADMINISTRATOR
17TH JUDICIAL CIRCUIT
tschroeder@wincoil.us

POSTED: January 9, 2012

EXPIRATION: January 30, 2012

AN EQUAL OPPORTUNITY EMPLOYER