Mayor's Office of Neighborhood Safety and Engagement

Position: Deputy Director of Community Violence Intervention (CVI)

Reports to: Associate Director of Gun Violence Prevention

Job Summary

The Deputy Director of CVI is responsible for the administration and coordination of all activities in Baltimore's CVI-related work. This position works collaboratively to build capacity across to implement community-based gun violence prevention strategies. The CVI Deputy Director supports Baltimore-based community organizations positioned to engage in various gun violence intervention methodologies. The role provides direction in the areas of operations and administration, including procurement and financial management procedures. The CVI Deputy Director oversees all monitoring and evaluation efforts, including administrative site and contract monitoring activities. The successful candidate will deliver a high-quality, comprehensive program that results in the award of over 30 community-based intervention contracts and a 15% reduction of shootings year-over-year in contracted areas of the City.

Key Responsibilities

Program Management

- Lead a team of multi-disciplinary community violence prevention professionals.
- Develop project management plans, monitors timeliness of milestones that ensure adequate completion of deliverables.
- Partner with the senior agency staff in essential internal leadership activities (strategic planning, administration and human resources).
- Provide leadership in developing and implementing new programming.
- Collaborate with program staff and supports program and activity performance and maintain competency in program policies
- Participate in various community activities.
- Manage grant contracts and other programming activities.
- Prepare work plans and grant reports as required.
- Administratively oversee and monitor community-based organizations and other partners for contractual compliance.
- In partnership with Associate Director, prepare program goals and objectives and evaluate progress and effectiveness of staff.
- Provide supports, as appropriate, to achieve program deliverables within required timeframes.
- Facilitate the development and implementation of collaborative and innovative strategies to support community safety.

- Provide technical assistance and organizational capacity building around program development and management, operations, and fiscal management.
- In partnership with Neighborhood Stabilization Response Coordinator, provide crisis response and management and coordinate immediate and long-term responses to community violence.
- Develop and maintain relationships with a broad range of community stakeholders.
- Be on-call to support late night staff activities.
- Organize and participate in regular reviews of programmatic progress.

Inter-Agency Collaboration and Community Engagement

- Serve as MONSE's primary liaison with community-based organizations engaged in violence intervention work.
- Coordinate with MONSE Data Analytics Manager to implement data-driven improvement strategies.
- Serve as a liaison with academic partners on any formal evaluation or external analyses.
- Co-facilitate improved data and information sharing between MONSE and other City and non-city partners.
- Build and maintain strong relationships with partners.
- Develop thought leadership around specific topics/emerging practice in violence prevention areas.
- Assist to develop various alliances to achieve conversation objectives and coordinate with internal departments and external partnerships to schedule meetings and set agendas.
- Provide all services in an anti-racist, anti-oppressive, and culturally responsive manner that is responsive to community needs.

Qualifications/Skills

- Bachelor's degree and/or 5 years of relevant experience in community violence prevention, community organizing, and/or nonprofit management.
- Demonstrated program management experience, including but not limited to supervising staff, monitoring budgets, documenting activities and outcomes, and meeting program goals.
- Deep connection to and an in-depth knowledge and familiarity of Baltimore is preferred
- Enthusiastic, energetic self-starter with a passion for preventing gun violence.
- Ideally experience working with community-based organizations.
- Success in roles requiring execution of multiple tasks while responding to multiple priorities.
- Demonstrated success in developing successful collaborative working relationships with counterparts from diverse backgrounds, including other implementers and local partners.
- Strong strategic and analytical skills.
- Superior communication and interpersonal skills: articulate and tactful oral and written communication skills.
- Evidence of ability to productively interact with a wide range and levels of organizations (government, private sector, NGOs, research institutions).
- Demonstrated track record of flexibility.
- Ability to react and adapt quickly to unexpected changes, and ready to anticipate

problems and provide creative solutions and meet deadlines in challenging situations.
- Experience working with individuals impacted by violence, and knowledge of the street organizations and groups.
- Effectively communicate with a variety of stakeholders, including street organizations, community activists, law enforcement personnel, and public officials.
- Must be able to walk 30 blocks or more on a regular basis, including in inclement weather.
- Proven community organizing abilities.
- Flexibility and capacity to manage multiple priorities with competing deadlines.
- Project management experience.
- Strong leadership track record; ability to plan, organize and direct the work of others.
- Effective communicator with strong interpersonal skills and proven ability to develop productive, positive working relationships.
- Exceptional organizational awareness and the ability to analyze and brief senior leaders.
- Consistent ability to exercise sound judgment and discretion.
- Flexible and creative problem solver with result-oriented focus.
- Ability to collaborate with individuals at all levels of the agency.
- High level of proficiency in Slack, Visio, and MSOffice products, including SharePoint and MSProject.
- Experience hiring and supervising formerly incarcerated individuals is preferred.
- Previous experience in government or public sector preferred.

About the Mayor's Office of Neighborhood Safety and Engagement

Our Mission
Guided by the Mayor's vision for Baltimore and rooted in a holistic approach to neighborhood health and safety, the Mayor's Office of Neighborhood Safety and Engagement (MONSE) empowers community partners and city agencies to play a more active role in the co-production of public safety and prevention of violence through an equity-based, healing-centered, and trauma-informed approach for the benefit of all Baltimoreans.

Our Guiding Values
In everything that it does, MONSE is committed to upholding its core values of being:

- *Equity-based.* Focused on promoting justice in reducing disproportionate negative impacts of current and future policies and practices.
- *Healing-centered.* Preventing violence must be paired with repairing harm.
- *Trauma-informed.* Based on understanding and integrating knowledge about the causes and consequences of trauma.
- *Justice-oriented*. Real justice is about more than punishment; it is also about restoration, renewal, and healing from past harms.
- *Partnership-based*. Just as violence is intersectional, so must the solutions, relying on cross-system partners and partnerships.
- *Transparent.* Strong partnerships require trust; and trust demands transparency and accountability.
- *Data- and research-driven.* Relying on data and the best available experimental and experiential evidence to guide decision making.
- *Results-oriented.* Devoted to delivering impact.