ILLINOIS VIOLENCE PREVENTION AUTHORITY

JOB DESCRIPTION

Director

The state of Illinois is in search of a highly qualified, experienced, dynamic Director to lead the Illinois Violence Prevention Authority (IVPA). Established by statute in 1995, the IVPA is the first state agency of its kind dedicated to violence prevention in the U.S. and has awarded more than $180 million to more than 2,000 grantees during the past fifteen years. Other duties of the IVPA include: developing and implementing a statewide plan for violence prevention; coordinating existing violence prevention initiatives; evaluating and providing technical assistance for violence prevention programming; and, conducting public education and awareness about violence prevention.

The Director of the IVPA is appointed by the Attorney General and Director of the Illinois Department of Public Health, who serve as the Co-Chairs of the Authority. The Director shall report to the Authority and shall serve as the Authority's liaison to the Governor's Office. The Director is responsible for providing the leadership and management oversight of all IVPA operations. Specific responsibilities include:

- Management oversight of the statutory obligations of the Authority, including the coordination, planning, funding, evaluation and technical assistance functions;

- Provision of staff support to the Authority and its multi-disciplinary committees;

- Administration of the IVPA office including supervision of staff, budget development management, grants administration and general operations;

- Interfacing with and reporting to the Governor's Office on matters of budget, policy, program administration and other pertinent matters, as required and requested;

- Provision of leadership and education on violence prevention issues, with emphasis on a combined public health and public safety approach to violence prevention;

- Serving as a liaison with the State legislature; working with other legislative liaisons from key agencies to support and promote the vision, mission and goals of IVPA;

- Representation of the Authority at national, statewide and local levels; and

- Other duties as prescribed by the Authority, its Co-Chairs or the Governor's Office.

Requirements: At least five years of successful experience in organizational and human resource management and development, policy development, fund development and coalition-building; considerable knowledge of the nature, scope and causes (e.g., risk and protective factors) for various forms of violence, and best practices in youth, family,

and community violence prevention; excellent written and verbal skills, including public speaking; dynamic leadership skills; ability to work with a variety of disciplines in both the public and private sectors; graduate degree in a related field preferred or commensurate experience; willingness and ability to travel, including a valid driver's license.