

NH Judicial Branch

Domestic Violence Program Manager

(Position #19-30)

The New Hampshire Judicial Branch is accepting applications for a full-time Domestic Violence Program Manager.

Job Description: This is highly responsible supervisory, administrative, and regulatory work requiring the exercise of considerable independent judgment and involving a variety of domestic violence issues as they affect practices, protocols, and policies. This position involves exacting work as it pertains to domestic violence and stalking orders that are issued and withdrawn in the NH Judicial Branch (NHJB). This position manages the operations of the NHJB Domestic Violence Registry including supervision of the department's employees. The person in this position must work closely with both court personnel of all levels and external partners to ensure compliance with state and federal laws and regulatory requirements. It involves active participation in audits and implementation of corrective action plans as needed. This position plays a key role in grants management specific to grants for domestic violence and stalking initiatives, serving as the primary point of contact with the grant funders and court personnel who administer the grants. The person in this position coordinates revisions to domestic violence protocols and forms as may be necessary and works closely with judges and staff on issues related to domestic violence, stalking, and criminal bail protective orders.

An employee in this position may be required to travel during the regular course of business and is subject to transfer or reassignment at the discretion of the Administrative Judge of the Circuit Court. Visit <https://www.courts.state.nh.us/aoc/hr/hrjobpostings.htm> for additional information or a complete job description.

Employees hired for this position may be required to attend new employee orientation in Concord, NH prior to beginning their job at their assigned judicial branch location. Mileage reimbursement will be paid pursuant to the collective bargaining agreement.

Salary Range: \$71,467 - \$100,191

Education and Experience: Graduation from an accredited four-year institution of higher learning with a Bachelor's degree in human services, social work, criminal justice or a related discipline; Juris Doctorate preferred.

At least five years progressive experience in domestic violence policy, advocacy, prosecution or defense work; experience in court or related administrative work is desired.

Substitution of appropriate experience and education will be considered by the hiring authority.

Application Deadline: Open until filled

Application: Show position number on application and cover letter. **Applications are required.** Email application to applications@courts.state.nh.us, mail application to Administrative Office of the Courts, Human Resources Department, One Granite Place, Suite N400, Concord, NH 03301 or fax to (603) 513-5454.

Equal Opportunity Employer