



DISTRICT ATTORNEY KINGS COUNTY

Job Posting Notice

Job ID	758359	# of Positions	1
Business Title	Associate Director of Community Restorative Justice Initiatives		
Civil Service Title	COMMUNITY COORDINATOR		
Title Code No	56058	Level	00
Title Classification	Non-Competitive		
Proposed Salary Range	\$ 90,000.00 - \$ 90,000.00 (Annual)		
Work Location	350 Jay St, Brooklyn Ny		
Division/Work Unit	RESTORATIVE JUSTICE UNIT		

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Job Description

The Kings County District Attorney's Office (KCDA) is one of the largest prosecutors' offices in the country. With a commitment to developing and implementing innovative prosecutorial strategies that will fulfill our vision of keeping Brooklyn safe while at the same time ensuring fairness and justice for all. KCDA has an exciting opportunity to work as an Associate Director of community Restorative Justice Initiatives (ADCRJI)

The Associate Director of Community Restorative Justice Initiatives (ADCRJI) provides leadership and oversight for the implementation and expansion of restorative diversion programs in partnership with the Kings County District Attorney's Office (KCDA). This position supports the Director (DCRJI) in advancing CRJI's mission and managing staff, partnerships, and special projects that bridge system and community.

- Supervise internal KCDA special diversion cases, ensuring high-quality, trauma-informed service delivery.
- Work closely with the Chief of Youth & Empowerment and the DCRJI to develop program proposals, reports, and strategic initiatives.
- Supervise the Senior Case Coordinator and oversee the Community Restorative Justice Cohort, including four community-based partner organizations that provide mentoring, trauma support, and life skills development to diverted participants.
- Identify, cultivate, and maintain partnerships with community-based organizations to expand the network of diversion resources and holistic support services.
- Develop and strengthen a pipeline between the Department of Corrections and Community Supervision (DOCCS) and KCDA to facilitate restorative pathways for incarcerated individuals returning to Brooklyn.
- Support the DCRJI with administrative functions, grant management, and program documentation.
- Provide strategic oversight and guidance to the Restorative Justice Cohort, ensuring alignment with CRJI's mission to cultivate community-based healing, accountability, and transformation. This includes coordinating cohort meetings, facilitating reflective practice sessions, supporting capacity-building among members, and integrating lessons learned into KCDA's broader restorative justice framework.
- Contribute to ongoing training, evaluation, and capacity-building for staff and partners.
- Reports directly to the Director of Community Restorative Justice Initiatives (DCRJI).
- Works collaboratively with the Senior Program Manager, Senior Case Coordinator, and CRJI staff.

Preferred Skills:

- Strong background in diversion programs, restorative justice, and reentry work.
- Proven ability to supervise multidisciplinary teams and manage external partnerships.
- Experience developing and monitoring program outcomes, budgets, and deliverables.
- Excellent facilitation and collaboration skills across legal, academic, and community systems.
- Ability to work with individuals impacted by the criminal legal system with empathy, discretion, and integrity.

Additional Information

Candidates must meet the additional requirements:

- A master's degree in Human Services, Social Work Public Administration, or a related field.
- Seven years of relevant experience, including program supervision and leadership in community-based or justice-focused initiatives.
- Demonstrated management, partnership development, and program design skills.
- Strong written and verbal communication abilities.

Hours/Shift

Monday-Friday 11:00 A.M. to 7:00 P.M

Flexibility required for evening and weekend events as needed.

Apply:

To apply click the "Apply Now" button.

We appreciate the interest and thank all applicants who apply, but only those candidates under consideration will be contacted.

For Non-City/External Candidates: Visit the External Applicant NYC Careers site and type "DA - Brooklyn" on the search line. Then locate the Job ID number.

For Current City Employees: Visit Employee Self Service (ESS) to view and click on Recruiting Activities, Careers, and search by Job ID number.

A RESUME AND COVER LETTER ARE REQUIRED.

PLEASE INDICATE IN YOUR COVER LETTER HOW YOU HEARD ABOUT THIS POSITION.

INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.

NOTE: ONLY THOSE CANDIDATES UNDER CONSIDERATION WILL BE CONTACTED.

Minimum Qual Requirements

1. A baccalaureate degree from an accredited college and two years of experience in community work or community centered activities in an area related to the duties described above; or
2. High school graduation or equivalent and six years of experience in community work or community centered activities in an area related to the duties as described above; or
3. Education and/or experience which is equivalent to "1" or "2" above. However, all candidates must have at least one year of experience as described in "1" above.

Public Svc Loan Forgiveness

As a prospective employee of the City of New York, you may be eligible for federal loan forgiveness programs and state repayment assistance programs. For more information, please visit the U.S. Department of Education's website at <https://studentaid.gov/pslf/>.

Residency Requirement

New York City residency is generally required within 90 days of appointment. However, City Employees in certain titles who have worked for the City for 2 continuous years may also be eligible to reside in Nassau, Suffolk, Putnam, Westchester, Rockland, or Orange County. To determine if the residency requirement applies to you, please discuss with the agency representative at the time of interview.

POSTING DATE 12/10/2025

POST UNTIL 12/30/2025

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