

## Restorative Justice Manager

**Direct Report:** Director of Programs

**Status:** Full-time; Exempt with benefits: Blue Cross Medical/Dental/Vision, 403(b) retirement plan, Holidays, 4 weeks Paid Time Off, 10 weeks paid Parental leave

**Salary:** \$71,680



### Alternatives Overview

Our mission is to inspire young people to create a just future through practices that heal individuals, restore communities, and transform systems. Since 1971, Alternatives has modeled innovative alternatives to the status quo in Chicago's youth services field. Our school and community-based therapy, prevention and leadership development programs support young people to individually and collectively address causes of substance abuse, grief and trauma while building social-emotional, career and social change skills. In addition to working directly with young people, we train, coach and advocate for youth-serving institutions like Chicago Public Schools to be restorative and trauma-informed.

### Position Overview

The Restorative Justice Manager oversees all operations of the RJ programming including staff supervision, program planning, budgeting and relationships with community and system partners.

### Responsibilities:

Perform the following from a racial, gender, sexuality, and ability equity lens:

- Coordinate and oversee the development, implementation, and ongoing evaluation of all Restorative Justice activities, using the annual Program Plan as a primary tool.
- Recruit, hire, supervise, train, support, including monitoring and evaluation, team as assigned, along with appropriate in-service training based on their assessed need.
- Ensure compliance of all relevant contracts and grants, including effective performance documentation and timely completion of all necessary reports.
- Serve as principal contact and trainer for over twenty Chicago Public Schools .
- Represent Alternatives at relevant forums and community events.
- Develop and manage Restorative Justice budget.
- With Resource Development staff, identify, apply to, and report progress for funders.
- Coordinate development and maintenance of key community relationships and ensure written linkages are established with all partners.

- Actively participate in all applicable staff and team meetings, professional development training and supervision meetings.
- Participate in Alternatives' fundraising initiatives.
- Complete in a timely fashion these and all other tasks, including individual annual goals, as assigned by the Director of Programs.

**Qualification:**

1. Minimum of BA / BS degree
2. Minimum two years supervisory experience, preferably in a community-based organization
3. Budget and contract management experience
4. Understanding of and commitment to the philosophy of restorative justice
5. Demonstrated ability to convene and lead a coalition of diverse, community stakeholders
6. Experience in public speaking and/or training with both youth and adult audiences
7. Demonstrated administrative skills, including proficiency in MS Office software.
8. Interest in and commitment to working with schools and community based organizations
9. Experience in peer mediation/jury program development and implementation preferred
10. Skilled at working with young people at high risk for juvenile justice and child welfare system involvement
11. Multilingual skills a plus
12. The COVID vaccine is mandatory for all employees to the full extent permissible under applicable law

Please send a copy of your Resume and Cover Letter to [careers@alternativesyouth.org](mailto:careers@alternativesyouth.org)

*Applicants from the communities we serve are strongly encouraged to apply.*