



OPEN TO THE PUBLIC

MANAGER OF CHILD PROTECTION AND DELINQUENCY DEFENSE OPERATIONS

Applications are now being accepted for the position of Manager of Delinquency Defense and Child Protection Operations, located at the Office of the Chief Public Defender.

Responsibilities include:

- Manage staff in child protection assignments and case related expenses in the FileMaker database system (CT AC Admin System);
- Evaluate operational and administrative procedures and work closely with both the Director of Delinquency Defense and Child Protection and program vendor to improve data collection, enhance reporting systems, and support ongoing program development.
- Supervise and manage the Federal Court Improvement Grant, including overseeing the comprehensive line-item budget for all expenses and supporting documentation.
- Conduct data analysis and prepare statistical reports to determine the impact on current policies and procedures, including, annual reports, budget requests, pilot programs, National Child Abuse and Neglect Data System and the Governor's Task Force on Justice for Abused Children;
- Collect relevant data and assist with management responses for inquiries by the Office of the Child Advocate, including child fatality investigations, quality control visit audits and other activities;
- Develop, maintain and update forms, manuals and other instructional materials on how to use the CT AC Admin System for child protection and all expense users.

Qualifications:

Ten (10) years of experience providing programmatic support focused on development, case-related expenses, and data collection and analysis for decision making and practice-improvement.

At least three (3) years of this experience must be in a lead or supervisory capacity.

Annual Salary:

\$89,085 - \$117,229 per year with full State benefits. New State employees will start at the minimum of the pay scale. The starting salary for current State employees may be higher than the minimum in accordance with policy.

Application Process:

Applicants must submit Employment Application, Letter of Interest and Resume; all forms can be obtained from our website:

<https://portal.ct.gov/OCPD/Employment/Employment-Opportunities>

Current, permanent employees in the Division interested in applying should submit an updated resume and letter of interest.

ALL APPLICATION DOCUMENTS MUST BE INCLUDED IN ONE DOCUMENT PACKAGE and submitted to Renee.Cimino@pds.ct.gov and OCPDHR@pds.ct.gov no later than August 20, 2025. Only those applicants selected for an interview will be contacted.

AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

DPDS is an equal opportunity/affirmative action employer with a strong commitment to diversity and inclusion.

We prohibit discrimination based on race, color, religion, sex, age, national origin, sexual orientation, gender identity or expression, disability, veteran status, marital status, or another legally protected status.

Applications by members of all underrepresented groups are encouraged.

State of Connecticut Division of Public Defender Services