

## FULTON COUNTY DISTRICT ATTORNEY'S OFFICE

The Gang Prevention and Intervention Coordinator will be responsible for working closely with community, business and religious leaders to build relationships and help reduce gang-related crimes in Fulton County. Through these relationships, the Gang Prevention and Intervention Coordinator will develop and implement programs to combat gang activity and crime within the community. Responsibilities include administering training for departmental staff, community representatives and law enforcement and developing policies, procedures and goals to reduce gang-related crimes.

### **JOB DUTIES DESCRIPTION** **Gang Prevention & Intervention Coordinator**

**Essential Functions:** (This list is a representative sample: position assignments may vary.)

- Works with and advises at-risk youth;
- Develops and maintain partnerships with police departments and school officials;
- Leads grant research and grant applications;
- Prepares and leads individual and group workshops discussing gang issues;
- Monitors and report on gang-related trends;
- Partners with community stakeholders to implement programming and outreach plan;
- Oversees administrative tasks;
- Participates in a variety of boards and commissions;
- Develops a marketing strategy for the dissemination of prevention strategies;
- Conducts face-to-face meetings with retired gang-members;
- Compiles a comparator database that monitors gang-related trends in other jurisdictions (e.g. Baltimore, Chicago);
- Analyzes the effectiveness on gang-related laws, policies and regulations;
- Partners with Juvenile Court to provide prevention and intervention services to children and youth who are at-risk;
- Establishes a group composed of parents and families who have been affected by gang-related crimes;
- Attends local community meetings (NPU's and CIDs) to educate audiences on gang-related trends;
- Works in concert with Atlanta Police Department to maintain a database on

### **Qualifications:**

- Familiar with the City of Atlanta;
- Demonstrated a commitment to public service in the City of Atlanta;
- 4-year degree -- studies must relate to public administration and management;
- 4-6 years of experience directly working with at-risk youth;
- 2-3 years of experience coordinating and developing community-based programs;
- Substantial experience working with culturally diverse communities;
- Demonstrated a commitment to understanding community-based programming;
- Experience explaining and interpreting policies and procedures;
- Creative problem-solving and thinking skills;
- Program evaluation experience;
- Ability to research, write and present complex reports;

Salary:

**\$57,000.00 - \$83,000.00**

Please email your resume to:

Luz Sanchez

Office Manager

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