



The National Police Foundation is a national non-partisan and non-profit organization that has been conducting innovative research on policing for nearly 50 years. The professional staff at the National Police Foundation works closely with policing and other public safety agencies, researchers and policymakers to develop insights, tools and other resources to inform change and policing effectiveness. The National Police Foundation has been on the forefront of policing research and consistently played a role in transforming policing towards a community orientation that is widely embraced today. The National Police Foundation works all over the United States, Latin America and beyond. For additional information on our organization and our work please visit www.policefoundation.org.

The Senior Program Manager will serve as a liaison between police practitioner and police researchers and will be responsible for coordinating and sometimes leading teams of expert consultants conducting on-site, intensive technical assistance or data collection in state and local jurisdictions; and coordinating and participating in politically sensitive meetings with high-ranking law enforcement and federal officials, advocates, and other experts across the country and internationally.

In this position, the Senior Law Enforcement Project Manager will be responsible for in-depth analysis of relevant law enforcement administrative policy, evidenced based policing practices, crime analysis, community policing efforts, as well as standard programmatic police operations, policy implementation, and research. Additionally, the incumbent will be responsible for in-depth analysis of counterterrorism, counterextremism, school violence prevention, threat assessment, and intelligence related issues. S/he works on multiple projects across the Police Foundation on issues in which he or she has advanced knowledge. This position offers a significant level of responsibility and opportunity to an individual with an established career in policing, criminal justice policy, counterterrorism, school safety— or other social policy and an interest in policing and criminal justice issues.

ESSENTIAL DUTIES & RESPONSIBILITIES

- Serving as the lead project manager for multiple projects across the country
- Monitoring timelines, budgets, and deliverables to ensure that responsibilities to funders are met in assigned project areas;
- Developing web-based products for distance learning, to include webinars, interactive documents, and other materials for national and local audiences;
- Developing training curriculum for multiple audiences, such as police chiefs, police supervisors, line level officers, community advocates, etc;
- Developing written products, including policy briefs, research memos, and presentations



that concisely and clearly describe complex analyses and policy options to law enforcement audiences;

- Developing/expanding the knowledge base on police, corrections, criminal justice, counterterrorism/counterextremism, school safety, targeted violence prevention and, related social service policy issues;
- Identifying themes and linkages across initiatives within the Police Foundations diverse portfolio, and leveraging opportunities to incubate and test new research ideas and technical assistance approaches;
- Collaborating with the Police Foundation leadership team to develop long-range strategies to guide the Police Foundation's work;
- Researching new funding opportunities, writing grant proposals, and serving as a resource to funding agencies;
- Planning and participating in policy-focused meetings of high-ranking government officials, advocates, and national experts;
- Identifying and engaging new contacts in the field to serve as formal or informal project consultants or partners;
- Ensuring that senior staff and, where applicable, Police Foundation colleagues, consultants, or funders are aware of relevant project developments and that other work in the field is leveraged for the advancement of project goals;
- Supervising research and project associates, and policy analysts where appropriate;
- Represents and delivers presentations on Police Foundation projects at national industry events, conferences and meetings when appropriate;
- Participating actively in, and sometimes leading, staff discussions and strategic planning meetings.

REQUIREMENTS

- The ideal candidate should enjoy working in a fast-paced work environment and demonstrate all of the following qualifications:
- Comprehensive understanding of police organizations, culture and law enforcement practices;
- Excellent research, writing, and editing skills and an analytical mind;
- Strong oral communication skills, including the ability to effectively distill and present complex information in a concise way;
- Excellent interpersonal skills, including maturity, an ability to work independently and in a team setting, and a sense of humor;
- Efficient, organized work style and an ability to prioritize quickly and confidently and manage multiple deadlines;



- Willingness to travel, occasionally several times per month; Five to seven years of work experience, ideally, in the field of policing, criminal justice, community development, or crime policy analysis;
- Work independently and in a team setting, and a sense of humor.
- College degree required, and candidates with a Masters In Criminal Justice, Psychology, Sociology, Homeland Security, Intelligence or related field of study should apply.

HOW TO APPLY

JOB DETAILS: This is a full-time position. Salary is commensurate with experience and includes a competitive benefits package.

DEADLINE AND APPLICATION INFORMATION: Open until filled. Incomplete applications will not be considered. Must agree to a background investigation and must be authorized to work in the United States.

POSITION LOCATION: The National Police Foundation headquarters in Arlington, VA. Position will be temporarily working remotely until the office reopens.

SUBMISSION INSTRUCTIONS: Interested individuals should apply through the following email: careers@policefoundation.org

1. Résumé
2. Cover letter
3. Names and contact information for at least three references