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Juvenile Detention Alternative Program Manager

JOB CODE	JOB FAMILY	PROFILE
JCM320	**Health and Social Services**	**Juvenile Detention Alternative Program Manager**
PAY TYPE	**PAY RANGE**	**REVISION DATE**
Salary	**$69,451.00 - $109,720.00**	**April 10, 2026**

The Juvenile Detention Alternative Program Manager promotes and advocates for juvenile detention system reform in coordination with Juvenile Detention Alternatives Initiative (JDAI) program officials, in partnership with the Children, Youth and Family Division, local officials, and agencies. Supervises employees, including hiring, training oversight, performance evaluation, coaching, disciplinary actions, and terminations.

Job Description

DUTIES AND RESPONSIBILITIES

- Develops and administers more effective and efficient systems to achieve the goals of juvenile detention, including community-based alternatives.
- Collaborates with local governments to achieve the goals and objectives of the Juvenile Detention Alternatives Initiative (JDAI) Program.
- Reviews program procedures and management controls; recommends changes to the director and implements new procedures and policies as needed.
- Implements program objectives and goals.
- Maintains communication with various agencies to address specific program needs.
- Develops and implements ongoing evaluations of JDAI Program activities to measure program effectiveness.
- Assists in developing and maintaining the JDAI Program database.

- Prepares and submits required reports to appropriate agencies.
- Researches and redirects public funding, as appropriate.
- Assists the director with special community projects and initiatives.
- Performs other job-related duties as assigned, including oversight of the Prison Rape Elimination Act (PREA) program.
- *The above information is intended to outline the general nature and scope of the duties required for this position. It is not an exhaustive list and may vary depending on specific job assignments and responsibilities.

MINIMUM QUALIFICATIONS

- Bachelor’s degree in Law Enforcement, Criminology, Psychology, or related field.
- Six (6) years of work experience in criminology, psychology, social services, probation/parole, or a related field.
- Two (2) years of experience in a supervisory role.

*Any equivalent combination of related education and/or experience may be considered for the above requirements.

SUPPLEMENTAL INFORMATION

SCREENING AND COMPLIANCE

The offer of this Bernalillo County position requires compliance with the following:

- Successful completion of a post-offer employment medical examination and background investigation.
- Adherence to all County safety guidelines.
- Complete all FEMA training(s) assigned to this position.
- Possession of a valid New Mexico driver’s license by the date of hire and maintenance of a valid license while employed in this position.
- Complete required supervisor training, if applicable.

WORKING CONDITIONS

- Employee often works alone, with or without direct supervision.
- Flexible work hours may be required.

EQUIPMENT, TOOLS, AND MATERIALS

- Equipment typically used includes an automobile, telephone, computer, copier, and fax machine.
- Materials handled include files, forms, reports, paperwork, and a variety of office supplies.

Additional Description

This job profile is classified as safety-sensitive. Employees with safety-sensitive job profiles are subject to pre-employment, reasonable suspicion, post-accident, return-to-duty, and random drug & alcohol testing in accordance with the organization’s Drug and Alcohol Testing Policy.

Duties that require a Commercial Driver’s License (CDL), firearm(s) use, or are otherwise regulated under the Federal Aviation Administration (FAA), Federal Motor Carrier Safety Administration (FMCSA), or the Omnibus Transportation Employee Testing Act, are subject to all applicable federal drug and alcohol testing requirements. Employees in these federally regulated positions must comply with all DOT testing procedures, including enrollment in a DOT-compliant random testing pool.