



**GOVERNMENT OF THE DISTRICT OF COLUMBIA  
COUNCIL OF THE DISTRICT OF COLUMBIA**

**POSITION VACANCY ANNOUNCEMENT**

ANNOUNCEMENT NO: <b>CDC-23 - 100</b>	POSITION TITLE: <b>Chief Deputy Ombubsperson</b>
OPENING DATE <b>09/22/22</b>	CLOSING DATE: <b>Open until filled</b>
SALARY RANGE: <b>\$115,000.00 - \$125,000.00 per year</b>	TOUR OF DUTY: <b>Monday-Friday: 9am-5:30pm</b>
NO. OF VACANCIES: <b>One (1)</b>	OFFICE: <b>Office of the Ombudsperson for Children</b>
TYPE OF APPOINTMENT: <b>Full-Time Excepted Service</b>	DURATION OF APPOINTMENT: <b>At-Will</b>
AREA OF CONSIDERATION: <b>Open to the Public</b>	LOCATION: <b>John A. Wilson Building 1350 Pennsylvania Avenue, NW Washington, DC 20004</b>

This position is **NOT** in a collective bargaining unit.

**POSITION OVERVIEW**

The Office of the Ombudsperson for Children's Chief Deputy Ombudsperson shall serve under the direction of the Ombudsperson. We are looking for someone who is compassionate, inquisitive and fair-minded with a demonstrated ability to exercise sound judgment and maintain confidentiality.

**DUTIES WILL INCLUDE**

- Assisting with establishment of the Office of Ombudsperson for Children;
- Developing policy and procedures;
- Working with the Ombudsperson and key stakeholders in District child welfare system in the development of recommendations for addressing identified systemic issues;
- Working with diverse constituencies;
- Receiving and resolving complaints using a variety of conflict resolution strategies;
- Monitoring system performance, analyzing data and preparing written reports;
- Identifying and analyzing complex issues of fact and policy;
- Conducting administrative investigations;
- Communicating orally and in writing to various audiences;
- Conducting community outreach and;

- Assisting with planning, coordination and technical support of other projects as requested by the Ombudsperson.

## QUALIFICATIONS

- An advanced degree and experience in the field of social work, law, policy, public administration, auditing or investigations.
- At least 5 years of senior management experience.
- Extensive experience and knowledge of the child welfare system and/or juvenile court system.
  - Demonstrated ability to work at a very senior level in an independent and impartial manner.
- High level skills in interpreting legislation and policies.
- Substantial experience in the presentation of complex documents and reports.

## HOW TO APPLY:

Applicants should provide resume, writing sample and references to Shalonda Cawthon at [Shalonda.cawthon@dc.gov](mailto:Shalonda.cawthon@dc.gov)

**DOMICILE REQUIREMENT:** An appointee to the Excepted Service is required to be domiciled in the District of Columbia at the time of his or her appointment, or become a domiciliary of the District of Columbia within 180 days of appointment, and shall maintain such domicile during the period of appointment. (D.C. Official Code §§ 1-609.06(a) and 1-610.59; and 6 DCMR B 305.)

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## SALARY AND BENEFITS:

The Council of the District of Columbia offers a compensation package that includes a competitive salary; medical, dental, and vision coverage; long- and short-term disability program; a 457(b) program with a 3 percent employer match and a 5 percent entirely-employer funded contribution; 13 to 26 days of annual leave, based on years of employment; 13 days of sick leave; 8 weeks of paid family leave; 11 paid holidays; subsidized public transportation and bikeshare membership; subsidized use of an off-site gym.

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## COVID-19 VACCINATION POLICY

The highest priority for the Council of the District of Columbia (“Council”) is providing a safe and healthy workplace for our employees. To ensure a continued focus on our employees’ well-being, as well as the health and safety of our volunteers, contractors and visitors we have devised this mandatory COVID-19 vaccination policy. Our goal is to mitigate the potential for transmission of COVID-19 in our workplace and that requires full cooperation among all parties. In light of medical and scientific data that confirms the safety and effectiveness of the COVID-19 vaccines, and to safeguard Council employees, volunteers, contractors, and visitors, the COVID-19 vaccine is mandatory for all employees, volunteers and contractors providing on-site services, except those with an approved religious or medical use exemption. All new hires must present proof they have been fully vaccinated against COVID-19 no later than one week prior to their start date or submit a Request for Vaccine Exemption Accommodation Form.

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**DRUG-FREE WORKPLACE:** Pursuant to the requirements of the Drug-Free Workplace Act of 1988, the individual selected to fill this position will, as a condition of employment, be required to notify his/her immediate supervisor, in writing, not later than five (5) days after conviction of or a plea of guilty to a violation of any criminal drug statute occurring in the workplace.

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**EEO Statement:** The District of Columbia government is an equal opportunity employer.

Equal Opportunity Employer: All qualified candidates will receive consideration without regard to race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, physical handicap, or political affiliation.

Notice of Non-Discrimination: In accordance with D.C. Human Rights Act of 1977, as amended, D.C. Official Code, Section 2-1401.01 et. seq., (Act) the District of Columbia does not discriminate on the basis of actual or perceived: race color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, gender identity or expression, familial status, family responsibilities, matriculation, political affiliation, genetic information, disability, source of income, or place of residence or business. Sexual harassment is a form of sex discrimination which is also prohibited by the Act. In addition, harassment based on any of the above protected categories is prohibited by the Act. Discrimination in violation of the Act will not be tolerated. Violators will be subject to disciplinary action.

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