# New Technologies Project and Policy Analyst, Criminal Law & Justice Center (7398U), Berkeley Law
# University of California, Berkeley

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| **Job Title** | New Technologies Project and Policy Analyst, Criminal Law & Justice Center (7398U), Berkeley Law |
| **Department** | Criminal Law & Justice Center |
| **Institution** | University of California, Berkeley<br>Berkeley, California |
| **Date Posted** | Aug. 4, 2025 |
| **Application Deadline** | Open until filled |
| **Position Start Date** | Available immediately |
| **Job Categories** | Professional Staff |
| **Academic Field(s)** | Law - General |
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| **Job Description** | |

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## About Berkeley

At the University of California, Berkeley, we are dedicated to fostering a community where everyone feels welcome and can thrive. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

As a world-leading institution, Berkeley is known for its academic and research excellence, public mission, diverse student body, and commitment to equity and social justice. Since our founding in

1868, we have driven innovation, creating global intellectual, economic and social value.

We are looking for applicants who reflect California's diversity and want to be part of an inclusive, equity-focused community that views education as a matter of social justice. Please consider whether your values align with our Guiding Values and Principles, Principles of Community, and Strategic Plan.

At UC Berkeley, we believe that learning is a fundamental part of working, and provide space for supportive colleague communities via numerous employee resource groups (staff organizations). Our goal is for everyone on the Berkeley campus to feel supported and equipped to realize their full potential. We actively support this by providing all of our full-time staff employees with at least 80 hours (10 days) of paid time per year to engage in professional development activities. Find out more about how you can grow your career at UC Berkeley.

## Departmental Overview

The Criminal Law & Justice Center (CLJC) serves as a vital hub for advancing criminal justice reform, policy research, and practical legal advocacy. Through the commitment imprinted in our programs, we bridge academic research with real-world impact, engaging in critical analysis of criminal justice policies while providing direct support to communities affected by the criminal legal system. Our work spans from supporting empirical research on indigent defense systems and access to justice to developing evidence-based policy recommendations and fostering student engagement in criminal justice advocacy. The continued trust and support of our donors has been instrumental in enabling our mission and affirming the importance of our work in this field.

## Position Summary

As a key member of CLJC's AI and Emerging Technology in the Administration of Justice initiative, the Policy Analyst will coordinate comprehensive research efforts and manage the initiative's programmatic direction. This role will analyze the implementation and impact of artificial intelligence and emerging technologies across the justice system, collaborate closely with research partners to identify critical policy issues, and facilitate targeted investigations that build the evidence base for responsible innovation. The Policy Analyst will work extensively with advocacy organizations, academic researchers, technology companies, and justice system stakeholders to develop collaborative approaches that ensure new technologies align with constitutional protections and civil liberties. Working under the management of the Executive Director and Administrative Director, this role will implement research partnerships, coordinate multi-stakeholder initiatives, draft model legislation and regulatory frameworks, and provide project coordination that strengthen CLJC's independent advocacy

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for ethical technology implementation in courts, public defense, prosecution, and other justice system settings.

## Application Review Date

The First Review Date for this job is: 08/13/2025.

## Responsibilities

- Conducts analytical studies on policies, programs, and issues related to AI and emerging technologies in the administration of justice, evaluating impacts on due process, equity, and efficiency across different jurisdictions.
- Researches, monitors, and analyzes legislation, regulations, and policies at California, federal, and international levels related to technology governance in justice systems, determining potential impacts on criminal justice stakeholders.
- Drafts template legislation, model policies, and regulatory frameworks for the ethical implementation of technology in justice settings, collaborating with partners to develop approaches that balance innovation with constitutional protections.
- Coordinates with external and internal partners, including courts, public defenders, prosecutors, justice agencies, law enforcement and technology companies to gather data, provide technical guidance, and build coalitions for responsible technology governance.
- Researches and drafts complex proposals, reports, briefings, and executive summaries for diverse audiences, translating technical concepts for legal practitioners and policymakers,
- Develops scope of work, budgets, and progress reports for technology policy projects, ensuring alignment with center objectives and funder requirements.
- Supports the organization of conferences, workshops, and preparation of discussion papers related to technology in the administration of justice.

## Required Qualifications

- Strong skills in analyzing, researching and synthesizing large amounts of data for preparing sound and relevant proposals and analyses.
- Excellent project management and team coordination capabilities.
- Strong computer skills with ability to learn new software programs and computer systems.
- Strong attention to detail.
- Demonstrated ability to collaborate and work effectively with individuals and groups from a wide range of backgrounds, experiences, and perspectives.

- Demonstrated commitment to fostering an inclusive and supportive environment that promotes collaboration and mutual respect among all members of the UC Berkeley community and its stakeholders.
- Must demonstrate strong interpersonal skills, including the ability to engage with and understand individuals from varied academic, socioeconomic, cultural, disability, gender, and ethnic backgrounds.

Education/Training:

- Bachelor's degree in related area and/or equivalent experience/training.

## Preferred Qualifications

- 3+ years of experience in criminal justice policy, prison reform, or related field in related area and/or equivalent experience/training.
- Experience working with vulnerable populations.
- Background in both research methodology and policy analysis.
- Master's degree in related area and/or equivalent experience/training.


## Salary & Benefits

For information on the comprehensive benefits package offered by the University, please visit the University of California's Compensation & Benefitswebsite.

Under California law, the University of California, Berkeley is required to provide a reasonable estimate of the compensation range for this role and should not offer a salary outside of the range posted in this job announcement. This range takes into account the wide range of factors that are considered in making compensation decisions including but not limited to experience, skills, knowledge, abilities, education, licensure and certifications, analysis of internal equity, and other business and organizational needs. It is not typical for an individual to be offered a salary at or near the top of the range for a position. Salary offers are determined based on final candidate qualifications and experience.

The budgeted annual salary range that the University reasonably expects to pay for this position is

- This is a 1-year, full-time (40 hours/week), contract appointment that is eligible for UC benefits with the possibility of extension, subject to funding.
- This is an exempt monthly-paid position.

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## How to Apply

- To apply, please submit your resume and cover letter.

## Other Information

- This is not a visa opportunity.
- This position is eligible for up to 20% remote work. Exact arrangements are determined in partnership with your supervisor to meet role responsibilities and department needs, and are subject to change.

## Conviction History Background

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

**SB 791 and AB 810 Misconduct Disclosure Requirement:** As a condition of employment, the final candidate who accepts a conditional offer of employment will be required to disclose if they have been subject to any final administrative or judicial decisions within the last seven years determining that they committed any misconduct; received notice of any allegations or are currently the subject of any administrative or disciplinary proceedings involving misconduct; have left a position after receiving notice of allegations or while under investigation in an administrative or disciplinary proceeding involving misconduct; or have filed an appeal of a finding of misconduct with a previous employer.

"Misconduct" means any violation of the policies or laws governing conduct at the applicant's previous place of employment, including, but not limited to, violations of policies or laws prohibiting sexual harassment, sexual assault, or other forms of harassment, discrimination, dishonesty, or unethical conduct, as defined by the employer. For reference, below are UC's policies addressing some forms of misconduct:

UC Sexual Violence and Sexual Harassment Policy

UC Anti-Discrimination Policy

Abusive Conduct in the Workplace

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**Equal Employment Opportunity**

The University of California is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, protected veteran status, or other protected status under state or federal law.

**To apply, visit**
**https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS_CG_S**

**Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

**Contact**

N/A
University of California, Berkeley

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