

About The Bail Project:

The Problem

There is no place in the criminal justice system where money more clearly buys justice than bail. People who can't afford bail remain in jail before trial, while those with money buy their liberty. Tying freedom to financial ability upends the presumption of innocence, tears lives apart, and perpetuates racial and economic disparities. It is also a key driver of mass incarceration. Each year, an estimated 2.5 million people sit in jail cells across America because they cannot afford bail.

The Response

The Bail Project is a national nonprofit that provides free bail assistance and pretrial support to thousands of low-income people every year. We are on a mission to combat mass incarceration and demonstrate that a more humane, equitable, and effective pretrial system is possible.

The Model

The Bail Project uses a national revolving bail fund to pay bail for individuals who are legally presumed innocent, and whom a judge has deemed eligible for release. We then provide court reminders and work with local partner organizations to connect our clients with voluntary social services and community-based programs. We call this model Community Release with Support, and it has proven highly effective in helping people make their court dates. As our clients' cases close, bail comes back into the fund where it is recycled to help additional people. In addition to these direct services, The Bail Project gathers human stories and data from our sites to support grassroots advocacy and inform policy recommendations.

The Team

We are a community of advocates committed to ending mass incarceration and advancing racial and economic justice. Our organization consists of a central support hub and a network of client advocates or "Bail Disruptors" who work in their local communities to provide bail assistance and help advance advocacy efforts on the ground.

Job purpose

Bail Disruptors are community-based advocates who work in local teams to identify people in need of bail assistance, post bail to secure their freedom, and provide pretrial support using The Bail Project's Community Release with Support model.

In addition to these direct services, Bail Disruptors leverage local partnerships with other service providers, advocacy organizations, and community groups to expand resources for Bail Project clients and advance bail reform.

Bail Disruptors work closely with The Bail Project's Support Hub on the implementation of advocacy and communications strategies to create systemic change that combats racial and economic disparities in the criminal legal system and eliminates cash bail and the need for bail funds, including our own.

Essential Duties:

Direct Bail Assistance

- Respond to referrals from public defenders, family members, and other sources
- Complete research, conduct interviews with potential clients, and document needs and contacts to inform support plan
- Develop post-release support plans for clients and coordinate with partner organizations as needed
- Schedule case conferences with Operations Managers and other members of the Support Hub as needed, following the Bail Project's protocols for complex cases
- Post bail for clients (in person or virtually, depending on jurisdictional requirements)
- Post bail for eligible clients (in person or virtually, depending on jurisdictional requirements); upload bail and bank receipts to the Google Drive
- File for and process bail refunds

Client Support

- Provide court notifications, connect clients to social services and community resources based on identified needs, and arrange transportation to court and service appointments as needed.
- Respond to ongoing requests from clients to support emerging needs and their return to court.
- Contact clients who have missed court to help them return to court; work with counsel to contest clients' bench warrants and bail forfeitures
- Identify clients interested in sharing their experience for advocacy purposes and work with the Communications Team to document these stories.

Data Entry and Use

- Input client lead information and other client intake data into Salesforce (SF)
- Review weekly SF reports to identify data gaps and make improvements as needed
- Update court appearance outcomes, input future court dates, document disposed case outcomes and update refund / forfeiture information
- Document all service referrals and client advocacy activities in SF
- Use reports and dashboards in SF to ensure client services are meeting quality standards and to improve client outcomes

Partner Engagement

- Develop and maintain key partnerships within the community to meet the needs of our clients
- Develop and maintain productive relationships with community, local government, and other stakeholders to help advance TBP policy and advocacy goals at the site level
- Under the direction and supervision of the Operations Managers, seek out critical education opportunities for the local community to engage with the topic of money bail, and provide presentations on our work and our vision for the end of money bail.

Additional Duties As Assigned by Ops Manager

Position Results Description:

- All stakeholder requests receive a response within 48 business hours
- All communication with clients and advocacy supports are documented in SF
- All client pre-work, interview, support plan, etc are documented in SF prior to bail out
- All clients contacting staff about transportation assistance or court appearance coordination receive a timely response prior to their court date
- All post bail out data and initial client advocacy notes should be entered into SF within 36 business hours
- On a weekly basis, review and, if necessary, update data on court appearance outcomes, case dispositions and potential refunds for all clients. All clients who do not respond to automated text reminders for their court dates receive two phone call attempts prior to their court date
- All clients receive a phone call attempt the week after their case concludes to check in and see if there's an interest in storytelling
- All client requests sent to a Twilio text number are either addressed or passed on to relevant staff within 24 business hours of sending
- Bail out a meaningful number of people per week based on operational site goal
- Regularly identify clients interested in sharing their experience for advocacy purposes and work with the Communications Team to document these stories.
- All relevant data and finance information is expected to tie weekly or as directed by Ops Manager

Qualifications:

- Invested in the local community and demonstrates an interest in racial and social justice and/or criminal legal reform
- Relates to and effectively communicates with people from all economic, racial, age, ethnic, and social groups
- Takes responsibility for results, is self reflective and seeks out and considers feedback
- Demonstrates knowledge of using computers and navigating software programs, with experience in Salesforce, G suite, and Microsoft Excel a plus
- Experience with entering client data and has skills in basic data analysis (or a willingness to learn)
- Committed to completing daily work in an accurate, timely, and consistent manner
- Comfortable implementing organizational procedures and making effective and timely decisions
- Generates alternative solutions to address client needs and work challenges

Hours:

- This is a full time position working 40 hours per week (actual distribution of hours may vary depending on site/jurisdictional need)

How to Apply:

Interested applicants should submit a resume and cover letter. In the cover letter, please address the following:

- Why do you want to work for The Bail Project?

- Please share 2-3 experiences that highlight why you would be a strong candidate for Bail Disruptor and how you meet the qualifications for position

No faxes or phone calls please. Applicants will be notified regarding whether or not they have been selected for an interview. **Applications without cover letters will not be processed.**

The Bail Project is proud to be an equal opportunity/affirmative action employer and actively seeks the candidacy of people of color, women, LGBTQIA people, and formerly incarcerated individuals. We are committed to inclusive hiring and dedicated to diversity in our work and staff.