

The County of San Diego
Health and Human Services Agency



Invites resumes from qualified individuals for the position of:

VETERANS SERVICE OFFICER



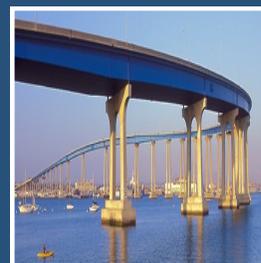
The Position

The County of San Diego is seeking a dynamic leader to fill the position of Veterans Service Officer. The incumbent will plan, direct and organize the activities of the County's Office of Military and Veterans Affairs, providing advocacy and assistance to veterans and their dependents. The Veterans Service Officer will play a vital role as liaison to local military installations' Transition Assistance Program (TAP), veterans' service organizations and community organizations. The Office of Military and Veterans Affairs is a division of the Health and Human Services Agency and the incumbent reports directly to the Deputy Chief Administrative Officer/Director, Health and Human Services Agency.

Duties of the Veterans Service Officer will include, but are not limited to:

- Plans, directs, organizes and coordinates the activities of the Office of Military and Veterans Affairs.
- Formulates and implements policies on County veterans' services.
- Directs staff in establishing and maintaining contact with veterans and their dependents.
- Analyzes and determines the impact of new/revised federal and state legislation or regulations regarding veteran assistance programs.
- Administers contract agreements with the State veterans office.
- Identifies operational problems and develops solutions.
- Prepares and gives presentations on veterans' programs and issues.
- Acts as a liaison with veteran organizations and federal, state, and local agencies to promote and protect veteran interests.
- Participates on councils, committees, or task forces that develop special programs for veterans and dependents.
- Advocates for services for military and families.

To view a complete job description for this position, click [here](#).



The Ideal Candidate

The ideal candidate will possess extensive experience and knowledge of federal and state legislation and regulations regarding veteran assistance programs. Accreditation granted by the U.S. Department of Veterans Affairs to assist claimants in the preparation, presentation and prosecution of claims for benefits is highly desirable.

The ideal candidate will possess a professional history that demonstrates the following necessary leadership competencies and attributes:

- Communicates Effectively
- Knowledge Worker
- Decision Maker
- Strategic Perspective
- Demonstrates Organizational Acumen
- Able to Build and Leverage Talent
- Skilled in the Development and Execution of Policies
- Manages and Influences Resources
- Demonstrates Ethical Behavior
- Maximizes Team Effectiveness





Education and Experience

A bachelor's degree from an accredited U.S. college or university or a certified foreign studies equivalency AND five years of experience that demonstrates the ability to perform the essential functions of the classification which must include two years of management or supervision experience.

OR

A combination of experience and/or education as stated above.

Notes:

A master's degree or higher degree may substitute for a total of one year of experience. In order for education to substitute for work experience as indicated above, college-level coursework must demonstrate progress toward a degree and may be substituted on a year-for-year basis.

The possession of an honorable discharge (DD214) from any branch of the United States Armed Forces is mandatory and must be included with the employment application for this classification.

Compensation

The hiring range for this position is between \$100,000 and 105,000, depending upon qualifications.

Benefits

Please click here to [view](#) the Benefits Package for this classification.



Application and Selection Process

Interested applicants must complete an employment application which can be accessed online at the County of San Diego's web-site located at: <http://www.sandiegocounty.gov/hr>.

In addition to completing the application, please attach your résumé at Step 1 of the application process. Résumés should include academic degrees held and dates conferred; employment history including positions held, employer(s), key duties and responsibilities, reporting structure, job titles and number of staff managed. Please also include a salary history.

Applications and résumés will be initially screened for minimum qualifications. An evaluation board will convene to review submittals and identify top competitors to be considered for further evaluation.

This recruitment will remain open until a sufficient number of résumés/applications are received.

Special Notes

Persons serving in positions in the unclassified service do not accrue tenure and serve at the pleasure of the appointing authority. The provisions of this job announcement may be modified or revoked and do not constitute an expressed or implied contract.

Reasonable accommodation may be made to enable an individual with qualified disabilities to perform the essential functions of a job, on a case-by-case basis.

Contact Information

Questions may be directed to Susan Rumley, Human Resources Analyst, at Susan.Rumley@sdcounty.ca.gov.



The Department

The Health and Human Services Agency is one of five groups or divisions of the San Diego County government. The Agency provides a broad range of health and social services, promoting wellness, self-sufficiency, and a better quality of life for all individuals and families in San Diego County. To learn more about the Health and Human Services Agency, click [here](#).

Office of Military and Veterans Affairs

The mission of the Office of Military and Veterans Affairs is to provide professional services for military veterans and their dependents and survivors who are entitled to benefits from the United States Department of Veterans Affairs, the State of California, and other agencies as applicable.

The Office of Military and Veterans Affairs (formerly the Veterans Service Office) was re-established in 1987 to serve the veteran population of San Diego County, which has the second largest veteran population in the state. The office assists veterans and their dependents and survivors to obtain benefits from the federal, state and local agencies administering programs for veterans, and provides advocacy to the veterans community regarding entitlement rights to federal, state and local benefit programs.

To learn more about the Office of Military and Veterans Affairs, click [here](#).

General Management System

The County engages in a continuous cycle of planning, implementing, evaluating, and renewing the planning process. The County's comprehensive guide for managing this cyclic process is called the General Management System (GMS). For more information regarding GMS, please click [here](#). The successful candidate must have a general understanding of the General Management System.

Live Well San Diego

The Health and Human Services Agency (HHSA) is committed to Building Better Health, Fostering Safe Communities, and Promoting Thriving Families through its *Live Well San Diego* initiative. To learn more about the *Live Well San Diego* initiative, click [here](#).

The County of San Diego



The mission of the County of San Diego is to provide the residents of San Diego County with superior County services in terms of quality, timeliness and value in order to improve the region's Quality of Life.

The County is governed by a five-member Board of Supervisors elected to four-year terms in district, nonpartisan elections. There are 18 incorporated cities in the County and a large number of unincorporated communities. County services are provided by five business groups, that are headed by General Managers [Deputy Chief Administrative Officers (DCAOs)], who report to the Chief Administrative Officer (CAO). The various Groups include: the Public Safety Group (PSG); the Community Services Group (CSG); the Finance & General Government Group (FG3); the Land Use & Environment Group (LUEG); and the Health & Human Services Agency (HHSA). Within the Groups, there are four departments headed by elected officials - District Attorney, Sheriff (PSG), Assessor/Recorder/County Clerk, and Treasurer-Tax Collector (FG3).

The County has a budget of \$5 billion and provides services to the residents of the County through its nearly 17,000 employees in 42 different departments. The County of San Diego is home to over 3 million residents. We are the second largest county by population in California and we rank 5th in population of all metropolitan areas in the U.S. The San Diego County Employees Retirement Association (SDCERA) had its 'AAA' rating affirmed by Standard & Poor's in January 2009. The rating reflects the organization's overall capacity to pay its financial obligations, and is based on SDCERA's strong fund management; good funded status despite a challenging fiscal year and continued strong credit quality of the pension system's sponsor (County of San Diego).

The County covers 4,261 square miles, extending 75 miles along the Pacific Coast from Mexico to Orange County and inland 75 miles to Imperial County along the international border shared with Mexico. The County of San Diego enjoys a wide variety of climate and terrain, from coastal plains and fertile inland valleys, to mountain ranges, forests, and the Anza-Borrego Desert. The average annual rainfall is only 10 inches, so the County relies on imported water.

