



**SSVF (Supportive Services for Veteran Families)  
Veteran Resource Director**

**Salary: \$80k-\$100k**

**Benefits:** We provide a competitive benefits package  
**Full Time**

**About Village for Vets:**

Village for Vets fills critical gaps in services for homeless and at-risk Veterans in greater Los Angeles on their journey to independence. Through programs providing meals, emergency grants, support for basic needs, social support, and links to additional services, Village for Vets helps ensure Los Angeles' homeless and at-risk Veterans don't fall through the cracks.

**Summary:**

Village for Vets is seeking qualified candidates to join our SSVF (Supportive Services for Veteran Families) Program in Los Angeles as a Veteran Resource Director. This position is responsible for developing, implementing, and overseeing programs and services aimed at supporting veterans and their families. They work to ensure that veterans have access to resources, benefits, and opportunities to facilitate their successful transition to permanent housing.

**Responsibilities:**

- Develop and implement comprehensive veteran support programs and services, including employment assistance, educational opportunities, housing assistance, healthcare access, mental health resources, and a peer support program tailored to the needs of the Veterans.
- Monitor and evaluate the effectiveness of the peer support program through participant feedback, outcome measures, and qualitative assessments, and adjust as needed to improve outcomes.
- Conduct outreach activities to identify and engage veterans in the community, including attending events, visiting military installations, and engaging other providers within the community.
- Build and maintain relationships with veterans, veteran service organizations, government agencies, nonprofits, and community partners to facilitate access to resources and support services.
- Organize and facilitate workshops, seminars, and events to educate veterans on topics such as job search strategies, financial literacy, and mental health awareness.
- Manage budgets, grants, and fundraising efforts to sustain and expand veteran support programs and services.
- Supervise staff and volunteers involved in veteran outreach, program coordination, and administrative tasks.
- Recruit, train, and supervise a team of peer support specialists who are veterans themselves and have undergone appropriate training in peer support techniques, active listening, and crisis intervention.
- Advocate for the expansion and sustainability of peer support services for veterans by raising awareness, securing funding, and collaborating with stakeholders to integrate peer support into broader service delivery systems.

**P.O. Box 491971 Los Angeles, CA 90049 424-248-5263 [info@villageforvets.org](mailto:info@villageforvets.org)**

**Village for Vets is tax-exempt under section 501(c)(3) of the Internal Revenue Code**

- Perform other related duties as required by the SSVF management staff.

### **Essential Functions:**

- Demonstrate knowledge of or experience with evidence-based case management techniques, including critical time intervention, housing first, harm reduction strategies, non-violent crisis intervention techniques and motivational interviewing.
- Experience in program development, implementation, and evaluation, preferably in the context of mental health services or veteran support programs.
- Possess a high level of tolerance and understanding for individuals with urgent and multiple case management and health needs.
- Be willing to work evening hours.
- Strong understanding of federal, state, and local resources available to veterans, including benefits, healthcare, education, and employment programs.
- Able to exercise mature judgment and highly motivated.
- Strong interpersonal and communication skills, with the ability to build rapport, establish trust, and maintain boundaries in peer relationships.
- Organizational skills and attention to detail to coordinate program activities, track participant progress, and maintain documentation.
- Able to work independently and collaboratively to prioritize and coordinate multiple demands in a high-pressure environment.

### **Minimum Qualifications**

- Master's degree in social work, psychology, counseling, or a related field.
- Peer Support Certification.
- Experience supervising staff and program oversight.
- Minimum 2 years of experience in social services or related field preferred.
- A Veteran of the U.S military or military-related family member is preferred.
- Experience working with unhoused and/or Veterans preferred.
- Proficient in Microsoft Word, Excel and affiliated programs.
- Have employment eligibility verification.
- Provide proof of full COVID-19 vaccination.
- Have reliable transportation and:
  - Have a valid driver's license.
  - Proof of registration and insurance.
  - Driver history report which meets company insurance requirements to drive a company vehicle and complete provided online driver training course if applicable.

### **CORE VALUES AND CONDUCT EXPECTATIONS:**

Village for Vets is an Equal Opportunity Employer and encourages diversity and equity in all facets of the organization's work. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, national origin, disability status, protected veteran status, or any other protected class.

At Village for Vets, we are committed to upholding the highest standards of integrity, professionalism, and ethical conduct in all aspects of our work. As part of our dedication to excellence, we expect all employees to embrace and embody the following core values:

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1. Integrity: We conduct ourselves with honesty, transparency, and accountability in all our interactions and decisions. We adhere to legal and ethical standards, and we strive to earn and maintain the trust of our stakeholders.
2. Respect: We value diversity, inclusivity, and mutual respect for individuals of all backgrounds, perspectives, and abilities. We create an environment where everyone feels valued, heard, and supported.
3. Excellence: We pursue excellence in everything we do, striving for continuous improvement, innovation, and exceptional outcomes. We take pride in our work and seek to exceed expectations in delivering high-quality services and solutions.
4. Collaboration: We foster a culture of teamwork, collaboration, and communication, recognizing that collective efforts produce the best results. We actively listen, share knowledge, and support each other to achieve common goals.
5. Service: We are dedicated to serving our clients, customers, and communities with dedication, empathy, and responsiveness. We prioritize the needs and interests of those we serve and seek to make a positive impact on their lives and experiences.

6. Conduct Disclaimer:

As an employee of Village for Vets, you are expected to adhere to the highest standards of conduct and comportment, both within and outside the workplace. This includes but is not limited to:

7. Compliance: Adhering to all applicable laws, regulations, and company policies, including those related to confidentiality, data protection, and professional ethics.
8. Professionalism: Conducting yourself in a manner that reflects positively on the organization, treating colleagues, clients, and stakeholders with respect, courtesy, and professionalism always.
9. Confidentiality: Safeguarding confidential information and proprietary data entrusted to you by the organization, clients, or colleagues, and refraining from disclosing such information without proper authorization.
10. Conflict of Interest: Avoiding situations where personal interests conflict with the interests of the organization or its stakeholders and disclosing any potential conflicts of interest to appropriate parties.
11. Ethical Behavior: Acting with integrity, honesty, and fairness in all business dealings, avoiding deceptive or fraudulent practices, and reporting any unethical behavior or misconduct to management.
12. Safety and Well-being: Prioritizing the safety, health, and well-being of yourself and others, adhering to relevant safety protocols and procedures, and reporting any safety concerns or hazards promptly.

Failure to uphold these core values and conduct expectations may result in disciplinary action, up to and including termination of employment. By accepting employment with Village for Vets, you acknowledge and agree to abide by these core values and conduct expectations, recognizing your role in upholding the reputation and integrity of the organization.

**ACKNOWLEDGEMENT**

I have read the foregoing job description and understand the responsibilities of the job. I agree that I can perform the essential duties of this position.

\_\_\_\_\_  
Employee Name

\_\_\_\_\_  
Manager Name

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Manager Signature

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Date Signed