



## King County

Invites Applications for the Position of:

### **Social Services Professional/Veteran's Program**

Apply online at <http://www.kingcounty.gov/jobs>

*King County is committed to equity and diversity in the workplace. In addition, the county is committed to recruiting and maintaining a quality workforce that shares our guiding principles: collaborative, service-oriented, results-focused, accountable, innovative, professional and fair and just.*

**OPENING DATE/TIME:** 06/20/17 12:00 AM (GMT -8:00)

**CLOSING DATE/TIME:** 07/02/17 11:59 PM (GMT -8:00)

**SALARY:** \$29.78 - \$37.75 Hourly

**LOCATION:** Veterans - Belltown, 2106 - 2nd Avenue, 1st Floor, Seattle, WA 98121

**JOB TYPE:** Career Service, Full Time, 40 hrs/week

**DIVISION:** Department of Community & Human Services

**JOB NUMBER:** 2017SC7043

**SUMMARY:**

The Department of Community and Human Services (DCHS) provides equitable opportunities for people to be healthy, happy, self-reliant and connected to community.

The Social Services Professional - Veteran's Program, joins the King County Veteran's Program (KCVP) to provide comprehensive services including assessment, counseling, guidance and supportive services to eligible veterans and their family members.

**WHO MAY APPLY:** The Department of Community and Human Services values diverse perspectives and life experiences. The Department encourages people of all backgrounds to apply, including people of color, immigrants, refugees, women, LGBTQ, people with disabilities, veterans, and those with lived experiences.

**REQUIRED MATERIALS:** Candidates who wish to be considered for this position must submit an online King County application and respond to the supplemental questions.

**WORK SCHEDULE/CONDITIONS:** This position is eligible for overtime (nonexempt) with supervisory preapproval. The typical work week is normally Monday through Friday, 8:00 a.m. to 5:00 p.m. This position is represented by PSEU local #519.

**RECRUITER:** Susan Churchill: [susan.churchill@kingcounty.gov](mailto:susan.churchill@kingcounty.gov)

**JOB DUTIES:**

- Determine client eligibility for various veterans' programs, and other social service programs according to complex local, state, and federal regulations. Complete extensive eligibility documentation.
- Complete veteran's program assessment tool for barriers to employment, housing, benefits and productive living.
- Assist Veterans in finding and keeping employment through comprehensive planning, job search training, placement and retention services.
- Assist Veterans in finding and keeping housing through comprehensive planning, housing search, housing systems navigation, and transporting clients to various locations in support of housing plan.
- Provide counseling services, case management and planning to include individual treatment plans, location of adequate housing, referral and coordination of services with appropriate community resources. Prepare financial vouchers.
- Develop and maintain effective working relationships with veterans. Mediate, problem-solve, advocate and coordinate individual services for veterans and their families.
- Attend community meetings and participate as a representative of the Veteran's Program to facilitate recruiting and outreach activities in surrounding communities.
- Develop and maintain strong working relationships with the veterans' service delivery community, community-based organizations, training and employment institutions such as WorkSource Renton, State agencies such as DSHS, and ESD, housing programs such as SSVF, LIHI, CCS, and HUD/VASH, Federal agencies such as the VARO and VAMC, and Veterans Service Organizations.
- Perform other related duties as assigned.

**EXPERIENCE, QUALIFICATIONS, KNOWLEDGE, SKILLS:**

1. Bachelors' Degree in social work or related field and at least two years recent social work/case management experience. Qualifying work experience may substitute year for year of education. Recent experience with adults presenting multiple and complex problems requiring multiple system involvement for resolution.
2. Knowledge of federal and state laws pertaining to the rights, privileges, and benefits for veterans and other military personnel and their dependents and beneficiaries; and services provided by Veteran's Affairs and other veterans' organizations.
3. Demonstrated ability to complete eligibility and assessment tools within the context of complex regulations and definitions to complete extensive technical documentation for case notes and claims, in a legible manner that can be read and understood by others.
4. Demonstrated experience developing housing plans and matching clients with appropriate housing. Experience with housing searches, application completion, client transport, home visits, etc.
5. Demonstrated experience assisting clients find and keep employment through comprehensive planning, job search training; placement and retention services
6. Demonstrated ability and experience in developing and maintaining effective working relationships with community-based organizations, community service providers, training institutions, employers, clients, and staff.
7. Demonstrated ability to engage and motivate Veteran clients from diverse backgrounds and recognize and overcome attitudes or emotions that hinder effective communication in order to secure information and facilitate the client's ability to develop and attain personal

goals.

8. Demonstrated ability to effectively advocate for services on clients behalf, including mediation when other problems are present.
9. Demonstrated ability to perform community outreach and recruitment activities in a leadership or expert capacity, and communicate program goals.
10. Demonstrated ability to work independently and as part of a team in order to facilitate comprehensive program solutions.
11. Demonstrated ability and willingness to work with at-risk, sometimes aggressive, and/or homeless clients.
12. Proficiency in the use of personal computers, with working knowledge of MS Word, Excel, Access or other database programs, Internet and Outlook.
13. Valid Washington State Driver's License or the ability to travel around the county in a timely manner.
14. DESIRED QUALIFICATIONS:
  1. Recent experience working with veterans and within the veteran community
  2. In-depth knowledge of the veterans' systems at the federal, state and local level
  3. Knowledge of federal and state laws pertaining to the rights, privileges, and benefits for veterans and other military personnel and their dependents