The Onondaga County Veterans Service Agency is currently accepting application for the position of:

Veterans Service Officer (Help Program)

Location: John H Mulroy Civic Center, 11th Fl, 421 Montgomery Street, Syracuse, NY

Salary: $58,493

Hours of work: 35 hours per week

County Veterans Service Officers (VSO) are recognized under Federal Law by US Department of Veterans Affairs (VA) to provide representation for individuals in matters relating to VA benefit claims. By virtue of accreditation, the County VSO has access to a nationwide network of Accredited Representatives who can provide expanded assistance including before the Board of Veterans' Appeals in Washington DC. This specialized role involves counseling and assisting members of the Armed Forces, Veterans and their families concerning the rights, benefits and services to which they are entitled to under law. As such, the successful candidate must have interpersonal and networking skills to deploy in serving the diverse clientele seeking services. Work involves responsibility for substantial operation of technology in the performance of difficult and responsible claims filing and performing record keeping associated with Veterans. The work is performed under the general supervision of the Director of the Veteran Service Agency. Leeway, accompanied by strong accountability, is allowed for the exercise of independent judgement in scheduling and arranging details of work to accomplish assigned duties

Minimum Qualifications:

Open Competitive:

A. Graduation with a bachelor's degree from a regionally accredited college with a degree in social services, human services or a closely related field and at least 1 (one) year of work experience in an advisory role, armed forces leadership, advocacy, or human services OR

B. Graduation with an associate's degree in social services, human services or a closely related field and 2 (two) years of work experience in an advisory role, armed forces leadership, advocacy, or human services OR

C. A high school diploma or equivalency and 4 (four) years of work experience in an advisory role, armed forces leadership, advocacy, or human services.

NOTE: Within the first year of employment, employee must become accredited by the U.S. Department of Veterans Affairs as a Veterans Service Officer and maintain annual re-accreditation of Veterans' Affairs "Agent" under 38 CFR14.629.

Please include a copy of DD 214 (Member copy) with your application.

Name and address where applications/resumes should be directed:

Anne-Marie Mancilla
Director of Veterans Services Agency
Onondaga County Veterans Service Agency

421 Montgomery Street, 11th Floor
Syracuse, NY 13202
Email: VSA@onondaga.gov

NYS HELP PROGRAM This is a Hiring Emergency Limited Placement (HELP) Program appointment. This is a permanent appointment, and the Civil Service exam will be waived**.**

"Onondaga County is an Affirmative Action/Equal Opportunity Employer"