Direct Duties

• Staff Veteran Resource Station within the library, welcoming veterans and their families to use the available services.

• Become familiar with & able to explain various veteran materials, handouts and collections.

• Assist in determining individual veteran needs as well as facilitating enrollment in My CalVet.

• Research and identify local events that will have a strong veteran presence or will be directly serving veteran communities.

• Coordinate with event staff to set up space for outreach.

• Engage in instruction/guidance of different available benefit sources.

• Increase library connections to and maintain positive relations within veteran communities.

• Work directly with library and volunteer staff to develop and implement veteran-related programming within the library.

• Develop and expand partnerships with community organizations, businesses, and members to enhance the network of veteran resources.

• Participate in ongoing training aimed at developing understanding of distinct veteran populations.

Desirable Qualifications

• Familiarity with veteran benefits a plus.

• Comfortable working with groups.

• Comfortable speaking 75% of time.

• Ability to work in potentially sensitive/ difficult situations.

• Demonstrated dependability.

• Ability to maintain confidences.