

COUNTY OF NORFOLK, MASSACHUSETTS

Employment Opportunity

Veterans' Services Advocate

The County of Norfolk is seeking qualified applicants for the position of Veterans' Services Advocate (VSA). Principal responsibilities include: maintaining familiarity with the status of veterans' services within the county's twenty-eight municipalities, encouraging the formation of veterans' services districts where appropriate, and assisting in provision and access to both State and Federal benefits to qualified individuals within the County.

Position reports to the County Director or supervisory staff designated by the County Director or the County Commissioners.

Requirements: Applicant must be a Veteran as defined by Massachusetts Law. Applicant must have a valid driver's license and insured vehicle.

Preferred: Working knowledge of Veterans' Benefits, both Massachusetts and Federal; excellent communication skills, both written and verbal; familiarity with Microsoft office software (e-mail, Word, and Microsoft Excel), Bachelor's degree or better; Norfolk County residency.

FY 13 Salary Range \$40,541-\$45,121, with competitive benefits.

Please send letter of interest and resume to Ann Brown, Personnel Manager, Norfolk County Commissioners Office, 614 High Street, Dedham, MA 02027-0310.