

Job Developer - Farmer Veteran Coalition

The mission of the Farmer Veteran Coalition (FVC) is mobilizing veterans to feed America. We assist veterans to find employment and training in the agricultural industry and support those that return to family farms or initiate farming careers. Many of those we work with choose to pursue work in our challenging industry despite visible and invisible wounds of war. Founded in 2009 as a project of Community Partners of Los Angeles, FVC incorporated in April, sat a Board of Directors, and filed with the IRS to pursue its educational and charitable work as an independent 501c3.

For more information, visit www.farmvetco.org

Position

The Job Developer will be required to develop relationships with Veterans searching for jobs as well as develop business relationships with employers. This position involves career counseling, the ability to instruct and work with a job seeker on developing a resume, preparing the job seeker for interviews and instructing on other job preparedness skills. The position also involves developing, maintaining and expanding a network of contacts with employers to help identify and source qualified candidates.

Responsibilities

The Job Developer will work with various programs, services, and partners of the agency in an effort to meet outcome goals. Additionally, this position involves coordinating with partners and sponsors in the development and implementation of marketing/outreach strategies, organizing, and coordinating specialized workshops, business expos, job fairs, and other activities. The Job Developer must be a strong team player with a dedicated work ethic, and will confer with management, supervisors, and staff to identify Veteran needs and employment opportunities. The Job Developer will be required to interview applicants to obtain work history, education, training, job skills, and salary requirements.

- Have thorough understanding of Workforce Investment Act guidelines/requirements as it pertains to participant eligibility and program operations.
- Develop a network of business contacts and linkages with EDD, business enterprise zones and economic development offices to develop job leads in demand occupations having growth potential.
- Create and close job opportunities for qualified veterans relative to their educational training and/or previous work experience. Follow-up required.
- Create and maintain On-the-Job-Training (OJT) employment opportunities, and Work Experience (WEX) opportunities, for our qualified participants relative to their educational training and/or previous work experience. Follow up required.
- Effectively identify participant's employment needs through good judgment and interview techniques.
- Maintain updated job search activity case notes on each participant and update placement end of database. Provide data reporting of participant activity as needed.
- Interview employers/clients to determine needs
- Provide assistance and guidance relating to the interview process
- Develop job opportunities for clients and acts as a liaison between the employer and the Veterans

- Conduct employer outreach as needed
- Case manage participants enrolled in WIA program
- Conduct follow-up evaluations for placement, both with the client and the employer
- Maintain employer and client files
- Maintain timely documentation and reports according to state/federal funded program guidelines
- Provide referrals to community partner/agencies/resources as necessary
- Follows labor market trends to identify industries or occupations with growth in openings and employment potential
- Conduct program presentations to participants, collaborative partner agencies, business contacts and/or other groups as necessary.
- Attend Training and/or Meetings when scheduled.
- Other duties as assigned

Key Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the functions.

- Bachelor Degree in relevant field and/or 2 years successful Job Development experience for a similar organization or in social work; non-profit experience preferred.
- Military experience a plus.
- Must be detail oriented and have the ability to write clear, concise, professional case notes (excellent communication and organizational skills).
- Must be able to read and write effectively to follow and understand procedures and communicate necessary information (excellent communication and organizational skills).
- Must be flexible, reliable, dependable and able to work in TEAM environment.
- Ability to use good judgment, interview techniques and interpersonal skills.
- Strong working knowledge of Computers and Software Programs.
- Excellent communication skills are required, both verbal and written.
- WIA experience preferred
- Experience working with wounded, ill and injured military veterans a plus.
- Knowledge of agriculture a plus.

Compensation

This is an outstanding opportunity for a highly motivated professional to assume a pivotal role in the evolution of a fast-growing, highly respected organization. We are seeking an individual of outstanding quality with a respected track record. FVC is prepared to offer compensation that is fair, competitive and grows along with the organization.

All position assignments are subject to performance evaluation, funding source availability, and agency needs.

Send resumes to: humanresources@farmvetco.org