



The COMMIT Foundation's mission is to help exceptional American service members and veterans transition into successful roles and careers post-service. The COMMIT Foundation is changing the way veterans and Corporate America think about military transition by providing high touch transition support that becomes the standard nationwide so veterans in all communities can access services helping them identify their passions, build strong networks, and leverage their skills in civilian careers.

The COMMIT Foundation seeks to add a full-time Director of Veteran Services to the team. The Director of Veteran Services is dedicated to assisting a diverse population of service members, veterans and their families find meaning and purpose after their service in the military. This position will report to COMMIT's Chief Programs Officer.

Key Responsibilities:

- Manage the One-on-One Transition Assistance Program for assigned veterans
- Conduct initial phone screens with each veteran applying for services
- Evaluate veterans and align resources based on desires, needs, strengths, and constraints
- Steward veteran progress to ensure development and achievement of their post-service goals
- Manage the One-on-One Transition Assistance Program budget for assigned veterans
- Steward and sustain organizational relationships with mentors, alumni, and key stakeholders
- Input service and impact data into Salesforce CRM
- Prepare and analyze Salesforce reports to inform decision-making
- Maintain industry knowledge and awareness; remain current on other veteran service organization initiatives and additional resources available
- Other duties as assigned

Key Qualifications and Competencies:

- Bachelor's Degree required; Master's Degree preferred
- Professional experience preferred in a service oriented professions such as executive coaching, counseling, social work, or similar fields
- 5 years of military experience or equivalent time working with veterans required
- Experience with Salesforce CRM preferred; training will be provided
- Knowledge and experience in conducting individual needs assessments
- Strong program management skills
- Excellent organizational skills and ability to consistently meet deadlines
- Excellent listening and communication skills

- Comfort working with a diverse pool of veterans
- Ability to work in an ever-changing and distributed working environment
- Ability to travel

Location: Remote

Compensation: Competitive salary with consideration given to level of experience

Benefits: Paid Time Off, Health Insurance, Matching IRA, Cell Phone Stipend

Apply: [Please click here to apply.](#)

Equal Opportunity Employer

COMMIT is an equal opportunity employer and complies with all applicable federal, state, and local fair employment practices laws. COMMIT strictly prohibits and does not tolerate discrimination against employees, applicants, or any other covered persons because of race, color, religion, creed, national origin or ancestry, ethnicity, sex (including pregnancy and sexual orientation), gender (including gender nonconformity and status as a transgender individual), age, physical or mental disability, citizenship, past, current, or prospective service in the uniformed services, genetic information, or any other characteristic protected under applicable federal, state, or local law. All COMMIT employees, other workers, and representatives are prohibited from engaging in unlawful discrimination. This policy applies to all terms and conditions of employment, including, but not limited to, hiring, training, promotion, discipline, compensation, benefits, and termination of employment.