**Position Available**

**DIRECTOR OF VETERANS SERICES**

The District Department of Veterans Services, advocating for the Veterans and Dependent population of the twelve Southern Berkshire towns is now accepting resumes for the position of District Director Southern Berkshire Veterans Services to fill a vacancy created by the retirement of the present Director.

Ideal applicants must be an Honorably Discharged Veteran who must possess strong administrative and computer experience, communication skills, deal effectively with the public in varying circumstances, and must bring those abilities and skills required to function under the direction of the District Board and the Department of Veterans Services.

The position will be a minimum of 32 hours per week. The applicant will be responsible for providing of spectrum of services calling for completing and processing benefit application at the state and federal levels. Documenting records, coordinating services with other professionals and agencies, compiling data and operating budget preparation, generating monthly warrants and reports as required, and a considerable amount of phone work.

A salary range ($40,000 - $50,000) depending on qualifications and experience. In addition to a benefit package is anticipated. Resumes with a copy of DD 214 or equivalent must be received by mail, no later than May 5th.

Mail applications to the Chairman DVS, PO Box 391, Great Barrington, MA 01230. The District Department of Veteran Service is an Equal Opportunity Employer.