



## **Temporary(up to a year) Wounded Warrior Advocate**

**Location:** National Capital Region

**Position Summary:**

**NOTE:** This is a temporary position with a start date of January 2<sup>nd</sup> and end date of up to a year.

9Line's Wounded Warrior Advocates assist Special Operations Forces (SOF) Wounded III & Injured (WII) service members and their families through a continuum of care and recovery using the Comprehensive Recovery Plan and Comprehensive Transition Plan. They provide direct assistance to SOF personnel and their family through timely, effective follow up. The Advocates maintain contact and collaboration with multidisciplinary teams (MDT), medical case managers and other military agencies throughout the recovery process to ensure WII service members' needs are being met.

**Essential Duties and Responsibilities: (Not listed in order of importance; other duties may be assigned)**

- Responsible for oversight and execution of all aspects of the program and program components as they relate to the recovery, rehabilitation, transition and general advocacy support of assigned WII service members.
- Coordinate for medical and non-medical services necessary to facilitate smooth recovery, rehabilitation and transition back to either active duty or productive civilian life for the WII service member.
- Collect, maintain and analyze information related to services provided to the WII service member and reportable to the Care Coalition.
- Serve as primary point of contact for hospital administration, medical staff and any other organizations affiliated with the WII service member's support network.
- Provide weekly and monthly updates/reports as required by program guidelines.
- Take initiative to research and bring new ideas to the program that are value add to the participant.
- Facilitate an efficient, effective and smooth rehabilitation and transition back to active duty or civilian life as a veteran through coordination with appropriate personnel Military Service Coordinators and VA Liaisons.)
- Conduct training as required and coordinate facility/community visits and patient follow up visits to military, VA and civilian medical treatment facilities and locations as participants transition from active duty and medical treatment facilities to their home communities.

**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 ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Education and/or Experience:**

- BA/BS degree. Equivalent combination of knowledge and specialized experience may be acceptable in lieu of a degree.
- Military experience (senior-level SOF or Medical NCO) and familiarity with DoD and VA medical systems is highly preferred.
- Related experience in working with military personnel and people with disabilities.
- Government contract may require person to possess proof of U.S. citizenship.

**Knowledge:**

- Extensive knowledge and experience with service members and/or case management experience preferred
- Clear understanding of HIPAA and adhere to patient confidentiality standards prescribed by the medical treatment facility providing care for the WII service member
- Proficient with MS Office (Word, Excel, PowerPoint)

**Abilities:**

- Able to work in an ambiguous environment and prioritize/meet deadlines
- Excellent critical thinking and problem solving skills
- Strong self-starter requiring minimal supervision
- Articulate in both verbal and written communication to effectively express concepts, plans, and proposals



NOTE: While performing the duties of this job, the employee is frequently required to stand; walk; sit; use hands to finger, handle, or feel objects, tools or controls; reach with hands and arms; climb stairs and/or ladders; balance; stoop, kneel, crouch or crawl; talk, hear or smell. The employee must occasionally lift and/or move up to 50 pounds occasionally or 20 pounds frequently. Specific vision abilities required by the job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. Valid state driver's license and ability to operate a motor vehicle required.

**Clearance:**

Secret Clearance required. Candidates may be subject to a government security investigation and must meet eligibility requirements for access to classified information upon hire.

**Supervisory Responsibilities:**

None for this position.

The statements herein are intended to describe the general nature and level of work performed by the employee, but are not a complete list of responsibilities, duties, and skills required. Furthermore, they do not establish a contract for employment and are subject to change at the discretion of the employer. **9Line is an equal opportunity employer.**