



Higher Ground Los Angeles (HGLA) Job Description

Position Title	Director of Military Programs - HGLA
FLSA Status	Exempt
Administrative Workweek	Sunday - Saturday (0001-2400)
Reports To	Director of Military Programs - HG
Compensation	Commensurate with experience plus competitive benefits package

Higher Ground (HG) is a 501(c)3 organization that provides innovative sports and recreational therapy treatment programming to enhance the quality of life for our injured military community and our local population of children, teens, and adults of all abilities/needs. HG started in Sun Valley, Idaho, in 1999.

Higher Ground has expanded our military specific program operations into the southern California region by establishing a chapter location based in Los Angeles, CA: Higher Ground Los Angeles (HGLA). HGLA will collaborate to expand community-based recreational therapy program opportunities to veterans and/or active duty service members and their supporters within this region.

The Higher Ground Los Angeles (HGLA) military program implements recreational therapy treatment modalities to assist in alleviating symptoms and conditions associated with service-linked TBI, PTSD, MST, and poly-trauma. HGLA utilizes nature and recreation to support veterans and their caregivers in the southern California area with finding their joy, promoting community reintegration, self-efficacy, self-regulation, leisure education, and skill progression.

The HGLA military program treatment model is anchored in the health promotion and health protection of those we serve. We implement recreational therapy treatment modalities to assist in alleviating symptoms and conditions associated with service-connected TBI, PTSD, MST and poly-trauma. Our approach to intervention further seeks to promote successful home/community reintegration, education, skill development and utilization of healthy coping mechanisms, resiliency, locus of control/empowerment, functional independence, re-establishment of life purpose/mission, and optimal well-being through long-term client adoption of evidence-based practices.

The Director of Military Programs – HGLA, is responsible for managing, supervising and implementing all aspects of the Higher Ground Military Program, with an emphasis on fostering sustainability of the chapter through fundraising and development initiatives. The Director leads and interdisciplinary team of professions serving the California region through the Los Angeles chapter. The Director of Military Programs – HGLA operates under the direct supervision of the Director of Military Programs, headquartered in Sun Valley, Idaho.

The selected candidate will be required to participate in an introductory training period conducted in Ketchum/Sun Valley, ID, with subsequent reassignment to our Los Angeles, CA base of operations.

A competitive compensation and benefits package is offered for this position, dependent on experience.

Core Responsibilities/Duties:

- Serving as HGLA primary point of contact for all aspects of military program activities; to watch over and direct (as required) in order to provide individuals with TBI, PTS, MST and other polytrauma the opportunity to experience recreation and the outdoors without limitations.
- Supervising, training, mentoring, and evaluating all HGLA staff, volunteers, and interns.
- Performing direct supervision and leadership of all military programs, job trainings, program development, research initiatives, fiscal management, chapter-wide evaluations and reporting, and other program and chapter initiatives as needed; to include involvement in the ongoing Higher Ground Military Program National Expansion initiative.
- Participating in coordinating and executing fundraising/special event initiatives, promotional and marketing campaigns, and other duties related to HGLA sustainability and the carrying out of the HGLA mission as directed.
- Leading grant initiatives for the chapter
- Identifying, engaging and following up with donors, sponsors and corporate sponsors
- Providing leadership and organizational representation in community outreach/education/advocacy initiatives
- Leading and managing an interdisciplinary team of professionals to fulfill program/client goals, objectives, and desired outcomes through the delivery of recreational therapy treatment services.
- Managing and developing HGLA program and chapter-wide operational budgets, and preparing budget reports and projections as required.
- Engaging and working with the HGLA chapter board in the team effort to establish and accomplish chapter/organization goals and objectives.
- Developing overall program strategy.
- Maintaining and upholding the core mission of the Higher Ground Military Program.
- Maintaining and upholding the 5 core values of Higher Ground: passion, innovation, service, integrity, and teamwork in all aspects of performing job duties.
- Performing related duties as assigned.

Minimum Qualifications and Skills:

- Possess a 4-year degree from a recognized institution of higher learning in business development, or recreational therapy
 - *Other allied health professional degrees - those in Adaptive Physical Education, Wilderness Therapy, Outdoor Education, Social Services, Non-Profit Management, and/or the Mental Health arena - will be considered on a case by case basis*
 - *In lieu of degree, minimum 5 years of experience in a related field considered*

- *Master's Degree preferred but not required*
- 3 years of documented experience working in the field of business development, social services or recreational therapy
 - *If background is not in recreational therapy, must possess a comprehensive understanding of the core principles and standards of practice associated with the field of Recreational Therapy*
 - *Others with 3 years of experience working in other allied health professions along with documented experience working in the areas of therapeutic wilderness programming, adventure-based therapies, non-profit management and/or adaptive sports & recreation management will be considered on a case by case basis*
- Significant professional experience serving veterans or active duty military personnel
 - *Or ability to demonstrate a comprehensive understanding of military culture and needs*
 - *Veterans meeting all listed criteria are encouraged to apply*
- Currently certified in adult/child first aid and CPR, or Wilderness First Aid, and/or Wilderness First Responder
 - *Or willingness to obtain within 90 days*
- Possess a valid California State driver's license and clean driving record
 - *Or ability/willingness to obtain a California license within 30 days of relocation*
 - *Ability/willingness to obtain commercial driver's license*
- Pass all drug/alcohol/medical screenings and State/National background checks

Preferred Skills/Abilities:

- Leadership
- Teamwork
- Self-direction and self-starter
- Strong writing skills
- Strong interpersonal and communication skills
- A collaborative style and effective communication skills for engaging and working with others in a variety of situations
- A sound understanding and skill in furthering partnerships and developing community engagement practices
- Time management
- Database management
- Problem solving/reasoning
- Public speaking and facilitation
- Program development/coordination
- Disability awareness
- Structure/organizational skills
- Multicultural sensitivity/awareness
- Flexibility/adaptability
- Computer/technical skills
- Customer service
- People management
- Passion for serving the veteran and military population

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform functions of this job: loading and unloading vehicles, moving and carrying boxes, event setup and tear-down, using dollies and hand trucks to move and store materials. Ability to lift up to 30 pounds; regularly bend, crouch, and kneel; stand and walk for extended periods of time; work in both indoor and outdoor environments

Contact Info: To apply for this position, please submit a cover letter, resume, and three references to:

Rich Cardillo, Director of Military Programs
160 7th Street West, P.O. Box 6791, Ketchum, Idaho, 83340
Office: 208.726.9298 x 109
Cell: 208.481.1476
Fax: 208.726.0957
E-mail: rich@highergroundusa.org

To apply for the Director of Military Programs - HGLA position, please submit a letter of interest and resume to the address shown above. Send completed applications via e-mail to Rich Cardillo at rich@highergroundusa.org.

*Submissions without a cover letter will not be considered

Equal Opportunity Employment: Higher Ground Sun Valley Inc. is an equal opportunity employer. We are committed to maintaining the hiring practices and work environment free from discrimination based on race, color, religious creed, national origin, gender, sexual orientation, age, disability, genetic information, veteran/military status, marital status or other status protected by federal or state law, with regard to any term or condition of employment.