

NOTICE OF VACANCY

Winnebago County Veteran Affairs Commission

The Winnebago County Veteran Affairs Commission has a vacancy to be filled.

Goal and Responsibilities/Duties of the Commission: The goal of the Commission is to establish a consistent avenue of communication for our veteran community so Winnebago County can better understand and address the needs of veterans. The Commission meets with the County VA Director/Administrator on the fourth Monday of each month at 10:00 AM, unless Commissioners approve a change of a different day and/or time due to scheduling issues. If necessary, the Commission will meet with the Board of Supervisors on a quarterly basis, or as directed.

Items to be discussed/decided at the monthly meetings include, but are not limited to:

- Review of monthly VA Office numbers and county outreach efforts
- Review of county assistance requests/approving requests
- Review and approval of monthly expenditures and yearly budget
- Update policy as needed/appropriate
- Formulate and implement new ideas to better serve the needs of the county's veterans
- Attend annual training for county commissioners, offered by the state of Iowa
- Receive input from local county Veterans, Veteran Service organizations (American Legion/VFW/DAV/), and the public, in an effort to better serve the county's veterans
- Participation in local outreach events for county veterans to provide a unique opportunity for veterans and commissioners to interact face to face and to discuss common goals

The Commission is responsible for the execution of Chapter 35B, Code of Iowa, for the formulation of the Winnebago County Veterans Affairs manual.

Minimum Qualifications - An applicant must:

- Be a resident of Winnebago County, Iowa who served in the armed forces of the United States and who was honorably discharged
- Have a willingness to consistently attend the monthly commission meeting
- Have his/her DD-214 on file with the Winnebago County Recorder's Office, and verified by the Veteran Affairs Commission.
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Application forms are available at:

www.winnebagoountyiow.gov/departments/ under Veterans Affairs

OR contact

Mary Lou Kleveland
Winnebago County Veterans Affairs
216 S. 4th St.
Forest City, IA 50436
641-585-5736

Email Mary Lou: veterans@winnebagoountyiowa.gov

Completed applications should be returned via mail to Mary Lou Kleveland, Veterans Services Officer, 216 S. 4th St., Forest City, IA 50436.

Applications may also be emailed to: veterans@winnebagoountyiowa.gov.

The current county commissioners will be involved in the selection process and will be responsible for conducting interviews for potential candidates and making a recommendation to the Board of Supervisors. The Board of Supervisors will then appoint a candidate to serve on the commission. The newly appointed commissioner will be completing the term of Byron (Barney) Ruitter. His term was scheduled to end in 2023. At the end of that term, the new commissioner can be reappointed by the Board of Supervisors.