



Military Program Manager

Disabled Sports Eastern Sierra (DSES) seeks a dynamic, strategic individual to manage our growing programs for veterans and members of the US Armed Forces with disabilities. Based in Mammoth Lakes, California, DSES is a 501(c)(3) non-profit providing adaptive sports and recreation opportunities for people of all ages with physical and/ or cognitive disabilities. DSES is currently in the process of renovating a base of operations for enhanced programs serving veterans and servicemembers in June Lake, California.

The Military Program Manager will coordinate DSES's existing military programs while expanding opportunities and developing new programs for veterans and service members with disabilities to learn, heal, and thrive. The intention is to significantly expand DSES's veteran programs at the new facility – the Jack & Kathy Copeland Center at Fern Creek Lodge – with additional capacity for veteran participation and new program offerings designed to support veteran's goals.

The Military Program Manager will report to the Operations Director and will work closely with the Executive Director and members of the Military Programs Committee to recruit and support veteran and service member athletes, plan and facilitate existing programs, and develop successful new programs consistent with organizational goals.

Skills & Attributes

- An enthusiastic commitment to DSES's mission and values.
- Strong, effective communication skills including verbal, interpersonal, and written.
- Proactive and organized with excellent attention to detail.
- A commitment to support veterans and their goals.
- A capacity to build and maintain strong relationships with various stakeholders, especially veterans, partner organizations, volunteers, and donors.
- An outdoor enthusiast with experience in leading adaptive sports and/ or outdoor recreation programs.
- Energetic, flexible, and personable with demonstrated good judgment, concern for individuals and communities, and active listening skills.
- Ability to facilitate a caring community of veterans, volunteers, and staff.

Education & Work Experience

- Experience recruiting participants and facilitating programs of varied durations.
- Experience evaluating programs and reporting on outcomes.
- Prior service in the US Armed Forces including military deployment highly preferred.
- Experience working with people with disabilities preferred.
- Familiarity with Veterans Administration Programs.
- Basic first aid and CPR certification required.
- Valid driver's license with a clean driving record mandatory.
- Experience with Salesforce and CRM integrations a plus.



Physical Requirements

- Ability to frequently move adaptive equipment weighing up to 50 pounds a distance of up to 200 yards.
- Ability to complete work at a desk for a significant amount of the day.
- Ability to work outside facilitating programs and participant experiences in varied weather conditions.
- Ability to travel frequently between office and field sites and work in a variety of environments.

Responsibilities

- Lead the design and development of enhanced military programs with other Operations Staff, the Executive Director, and the Military Programs Committee.
- Identify and recruit veteran and service member participants for existing programs including daily adaptive sport lessons and multi-day camps.
- Design and implement new programs to support veterans and servicemembers with disabilities including the development of program materials and mentorship initiatives.
- Develop an annual schedule of veteran and military programs that utilizes the added capacity of the Copeland Center and integrates with other DSES programs and operations.
- Develop and execute new recruiting strategies to ensure full, active participation in DSES military programs.
- Foster relationships with partner organizations including veterans service organizations, military bases, and VAs to support recruiting and program development.
- Work with Development Staff to support fundraising and revenue development efforts for military programs and initiatives including the operation of the Copeland Center.
- Work with the Operations Team to provide training and support for staff instructors working with military program participants.
- Recruit and coordinate volunteers to support military programs in a variety of ways including as mentors, adaptive sport instructors, and other roles.
- Work with the Guest Service Team to provide a seamless experience for participants through the reservation, participation, and follow up process.
- Foster a community of volunteers through effective support, recognition, and training to ensure high quality experiences for both volunteers and participants.
- Create and execute a system for ongoing follow up with participants including facilitating and tracking mentor programs and reporting on participant outcomes.
- Evaluate and report on program metrics and outcomes and use data and experiences to make informed recommendations for future programs and models.
- Participate in and support other organizational programs and events as needed.