



POSITION DESCRIPTION

Job Title:	Sr. Program Manager, SAFE Veterans
Position Type:	Full-Time, Salaried
Location:	Remote
Salary Range:	\$75,000-\$85,000, commensurate with experience

Stop the Addiction Fatality Epidemic (SAFE) Project is a national 501(c)(3) nonprofit working through a collaborative, multi-pronged, and non-partisan approach to end the nation's catastrophic addiction epidemic.

More than 105,000 people died from an overdose in 2023 alone. With stigma remaining as the #1 barrier for people seeking help, SAFE Project is on a mission to inspire action, create change, and ultimately, save lives.

SAFE Project is seeking a dynamic professional to serve as the Sr. Program Manager, SAFE Veterans. The Sr. Program Manager, SAFE Veterans will lead our established programming tailored directly towards service members, veterans, caregivers and their families. Although military and veteran communities face the same issues as their civilian counterparts, critical factors specific to military life such as repeated deployment, frequent transitions and moves, reintegrating into a civilian community, and, for some visible and invisible wounds, require a different approach to assisting them.

Position Overview

The Sr. Program Manager, SAFE Veterans will work closely with the Executive Director, Substance Use & Behavioral Health and the Senior Leadership Team to plan and coordinate logistics for training events for the military-connected community, including SAFE Project's *Military Wellness: Journey from Coping to Thriving; Your Emotional Ruck*; and the Weekly Veterans All Recovery Meeting (held virtually). The candidate will also work directly with the organization's subcontractors who help provide the training, and with the program's Certified Trainers. This position reports directly to the Executive Director, Substance Use & Behavioral Health.

This is a perfect position for an individual with prior military experience, as well as experience in the behavioral health arena. In lieu of military experience, the candidate must have considerable depth and breadth working on military and veteran issues as well as with members of the military connected community. The ideal candidate must be passionate about finding solutions for substance use disorder, behavioral health related issues and the mission of our active duty service members, veterans, caregivers and their families.

Primary Responsibilities

- Ensure that all projects current and future are delivered on-time, monitored for effectiveness and within budget. Assist in obtaining fundraising support for programming as appropriate.
- Conduct outreach with stakeholders across the behavioral health and military-connected communities to find appropriate partners and collaborators to ensure all efforts are taken to disseminate these programs nationally.



- Act as the ongoing liaison for a network of certified trainers who have completed SAFE Project's training, which involves organizing check-ins and coordinating workshop dates, as appropriate.
- Build and maintain connections within the Department of Defense, appropriate local, state and federal departments and agencies, as well as other non-profits to ensure an aggressive and collaborative approach to addressing addiction within the military and veteran community while ensuring the stability and sustainability of programming.
- Attend conferences and training as required to build collaboration and maintain proficiency.
- Analyze and report on workshop attendance, knowledge transfer, and overall satisfaction of the training events.
- Provide project management and accountability to ensure the portfolio's programs and projects are delivered on time and within scope.
- Perform other related duties as assigned.

Success in this role will be determined by: demonstrating a keen understanding of the unique adversities faced by the military community, and the tailored solutions needed to address them; the effectiveness and satisfaction of training delivery; and ability to work with the Executive Director to make adjustments in trainings and programs based upon feedback and the needs of the military community.

Primary Qualifications

- **Bachelor's degree or equivalent experience.**
- **Prior military experience or work with military members, caregivers and their families required.**
- 5+ years of relevant experience in project or program management.
- Excellent interpersonal, oral, and written communication skills.
- Experience facilitating training is preferred.
- Ability to plan around multiple priorities and meet tight deadlines.
- A team player with a demonstrated ability to work well in a small, highly collaborative environment.
- Ability to travel domestically with overnight stays.
- **Individuals in recovery and/or justice-impacted individuals are highly encouraged to apply.**

We are a purpose-driven organization that is responsive to the immediacy of this crisis. As a staff, we are diverse in experience and perspectives, but we share similar values of inclusivity, collaboration, flexibility, and innovation.

SAFE Project recognizes the impact that poverty, racism, trauma, discrimination, and other social inequities has had on the addiction fatality crisis. As an organization, we believe the solutions to these crises will come from working alongside those most impacted. As such, we encourage applications from members of the recovery movement, historically underrepresented racial/ethnic groups, women, individuals with disabilities, veterans, LGBTQIA+ community members, justice-involved individuals, and others who demonstrate the ability to help us achieve our vision of a diverse and inclusive community.

Interested candidates should send their resume and cover letter to careers@safeproject.us.