

Military/Veteran Resource Network Application - Employers

Submission Date	2016-06-27 13:41:34
Organization Name	Arizona Criminal Justice Commission
Address	Street Address: 1110 W Washington St Street Address Line 2: Suite 230 City: Phoenix State / Province: AZ Postal / Zip Code: 85007 Country: United States
Phone	(602) 364-1146
Website	http://www.azcjc.gov/
What sector is your organization part of?	Government (federal, tribal, state, local)
Brief background of organization (mission, year established, etc.):	<p>Our mission is to sustain and enhance the coordination, cohesiveness, productivity and effectiveness of the Criminal Justice System in Arizona.</p> <p>The Arizona Criminal Justice Commission is a statutorily authorized entity mandated to carry out various coordinating, monitoring and reporting functions regarding the administration and management of criminal justice programs in Arizona. In accordance with statutory guidelines, the Commission is comprised of 19 members who represent various elements of the criminal justice system in Arizona. Fourteen of the 19 Commissioners are appointed by the governor and are municipal, county or elected officials. The remaining five are state criminal justice agency heads. Appointed Commissioners serve for two years and terminate when the first regular session of the legislature is convened; they may be re-appointed.</p> <p>ACJC was created in 1982 to serve as a resource and service organization for Arizona's 480 criminal justice agencies on a myriad of issues ranging from drugs, gangs, victim compensation and assistance to criminal record improvement initiatives. The ACJC works on behalf of the criminal justice agencies in Arizona to facilitate information and data exchange among state-wide agencies by establishing and maintaining criminal justice information archives, monitoring new and continuing legislation relating to criminal justice issues and gathering information and researching existing criminal justice programs.</p>
Description of industry	Criminal Justice/Government
Please list any organizational memberships (e.g. chamber of commerce, alliances, associations, etc.):	ADOA; Wendy Dolan will find out and get back to me
Number of employees	Small business - 6 - 49 employees
In what area of the state do you operate?	Statewide (including multi-state/national)

2. County/Counties:

Apache
Cochise
Coconino
Gila
Graham
Greenlee
La Paz
Maricopa
Mohave
Navajo
Pima
Pinal
Santa Cruz
Yavapai
Yuma

Types of employment opportunities available:

Accountant, Program Compliance Auditor, Fiscal Services Specialist, Program Managers, Grants Coordinators, Program Project Specialist, Research Analyst, Systems IT Manager, Public Information Officer/Public Liaison, IT/HR/Finance Managers

To be designated as an Arizona Veteran Supportive Employer, organizations must have paid employment opportunities. This designation does not apply to multi-level marketing, direct sales, franchises and/or other opportunities that require payment by the job seeker.

Our organization has paid employment opportunities.

Our organization understands and agrees to the following Guiding Principles:

1. Military service often fosters resilience and strength in service members, veterans and family members.
2. Military service impacts the individual and the family. A “military family” can include a service member or veteran, their spouse/significant other and children, as well as parents, siblings, extended family and friends.
3. The military is a distinct culture. While service members, veterans and their families experience the same life circumstances and events as civilians, both positive and negative, they also have a unique set of life experiences relating to service, deployment and reintegration that are distinct from civilian life.
4. As a community, we are committed to providing the best care and support to all those who serve. Since changes in military status affect eligibility for programs, resources and benefits, we seek to build a continuum of care that addresses the needs of the entire military, veteran and family population.
5. No one organization can meet all needs for the entire military and veteran population. Stronger collaboration between military, government and community partners supports service members, veterans and their families in connecting to the right program, resource and/or benefit at the right time. Organizations should also focus on collaboration to maximize available resources and minimize duplication of effort.
6. There should be no wrong door to which a service member, veteran or family member goes to for help. Each individual and organization should have at least the basic knowledge on the military/veteran systems of care to assist in connecting that individual or family to a more appropriate resource so that no one is turned away.
7. As a network of individuals and organizations who provide care and support to the military and veteran population, our goal is to assist service members, veterans and family members in being informed consumers who are empowered to make decisions to access those programs, resources & benefits that will meet their needs.
8. Every service member, veteran and family member has an individual experience and perspective which should be acknowledged and incorporated into the provision of care and support.

Our organization understands and agrees to the following Ethical Considerations:

1. The interest of the service member, veteran and family member should come first, above the interest of the provider or organization, financial or otherwise.
2. Any potential conflicts of interest should be disclosed up front.
3. Respect the service member, veteran and/or family member by providing accurate information that will assist them in making informed decisions about the care and support they access.
4. Organizations should only offer programs, services and resources that they are equipped or trained to deliver. Outreach and engagement of the military and veteran population should be within the scope of the role and function of the individual (training & experience) and the organization (policies, practices, procedures).
5. Organizations that outreach to the military/veteran population have an obligation to equip their personnel and organizations with the training necessary to understand: a) the unique aspects of the military experience b) the issues affecting these individuals and their families and c) the specific military/government programs and benefits available to this population. Organizations should consult with subject matter experts when necessary.
6. Outreach and messaging to the military and veteran population should be truthful, not misleading nor designed to incite fear, should always accurately and appropriately cite sources and present information in context.
7. Organizations should be cautious about promising outcomes. Information should clearly state if a program or service is evidence-based or independently documented to be effective. Statements about the effectiveness of programs or services should include information on success rates and the documented source of this information.
8. Coordination of care and follow up is essential when service members, veterans and family members are accessing multiple systems of care. Partners need to be actively engaging with other providers and systems as appropriate, while still respecting the confidentiality of the individual or family.

Key personnel (leadership, management, human resources, recruiters, etc.) have basic knowledge and/or training related to:

The military, veteran and family population and unique aspects of military/veteran culture.
The effects of military service, deployment, reintegration and transition on service members, veterans and their families.

Please describe the knowledge and/or training of key personnel in these areas?

Will have in-service culture training in August or September for staff of 25; Wendy Dolan has attended AVSE training and registered for Navigator training on July 7

Identify employees with a military background or affiliation. Form a committee or advisory group of service members, veterans, family members and other interested personnel to provide input on how to strengthen the organization's hiring and retention of military-affiliated employees.

Has a few veterans currently working for ACJC; would like to see what the guidelines for setting this up - discuss this during culture training

Additional detail on how our organization CONNECTS to the culture relating to the above areas, as well as any other relevant information:

Would like to discuss the setting up a committee during culture training

Communications (print, web, etc.), content and messaging focused on the military and veteran population:

Uses appropriate terminology and imagery
Describes the type and nature of positions available and how to apply.
Clearly identifies if your organization has a veteran preference in hiring.

Approximate number of employees in organization:

25

Number of individuals trained as Military/Veteran Resource Navigators within organization:

1

Titles/roles of individuals trained as Navigators:

Human Resource Manager

If employees are referred out to an external navigator, please describe how this is communicated to personnel:

N/A - will be trained as a navigator

Our organization tracks the following:

Number of veterans employed

Additional detail on how our organization ASKS the right questions at the right time relating to the above areas, as well as any other relevant information::

Only posts information open to all, not veteran specific
Only tracks veteran status is voluntarily disclosed during hiring process

<p>Our organization has designated one or more employees as the internal contact point(s) for military-affiliated employees.</p>	<p>Yes</p>
<p>Key staff in leadership, management, human resources, recruiting, etc. have training relevant to their specific roles around recruiting, hiring, managing and retaining military-affiliated employees. Please mark areas of training provided:</p>	<p>Best practices for effectively engaging their experience and talent in the workplace. Relevant laws. Hiring benefits and incentives. Military, government and community employment programs and systems.</p>
<p>Please describe training provided:</p>	<p>Monthly Continuing Education meetings; quarterly HR meetings and ADOA meetings; DOL updates</p>
<p>Additional detail on how our organization RESPONDS effectively relating to the above areas, as well as any other relevant information::</p>	<p>Will attend Navigator training on July 7</p>
<p>We have one or more individuals designated as points of contact (POCs) for the Military/Veteran Resource Network and the military/veteran community:</p>	<p>Yes</p>
<p>Our organization partners as appropriate and needed with public and private sector organizations to coordinate hiring and retention efforts specific to service members, veterans and family members.</p>	<p>Yes</p>
<p>Training on the military, veteran and family population is incorporated into organizational training.</p>	<p>Yes</p>
<p>Our organizations participates in relevant events, trainings and initiatives in the military/veteran community (e.g. continuing education, employee volunteer programs, sponsorship, etc.).</p>	<p>Yes</p>

Additional detail on how our organization ENGAGES relating to the above areas, as well as any other relevant information:

Will attend Navigator training; schedule in-service culture training; recruiting within schools; registered for Pilot Program; works with ACMF