

# **VETERAN AND DISABLED PREFERENCE**

## **Purpose**

LifeROOTS gives preference in employment to Veterans and the Disabled possessing the qualifications, education, experience, and collaborative ability required for the advertised position. Veterans and Disabled preference prioritizes the competitive integrated employment as the first and preferred option for both veterans and individuals with developmental disabilities. Eligible Veterans and Disabled Individuals may be hired by LifeROOTS without competing with the general public and may be noncompetitively hired if they meet the eligibility and qualification requirements for the job.

LifeROOTS is committed to supporting both veterans and individuals with developmental disabilities in achieving and maintaining meaningful employment opportunities.

## **Eligibility**

All employees, contractors and individuals associated with LifeROOTS, including individuals with developmental disabilities receiving services through the Developmental Disabilities Waiver.

## **Definitions**

- Competitive Employment-positions that are advertised through a competitive process and jobs are advertised to the general public and anyone can apply.
- Non-Competitive Employment-open positions that do not have to be announced to a large pool of applicants and can be given special consideration to eligible Veterans and Disabled Individuals.

## **Veterans**

A veteran applicant must have an honorable or general discharge to be eligible and must provide a DD-214 form (discharge papers) to prove his or her eligibility. The required preference does not compel LifeROOTS to appoint a veteran or disabled veteran, however it does require that an eligible veteran or disabled veteran be appointed when the veteran's or disabled veteran's application assessment by the hiring manager, combined with the veteran's or disabled veteran's preference is equal to or higher than that of a non-veteran.

## **Developmentally Disabled**

Applicants who apply based on developmental disabilities are generally referred by the New Mexico Division of Vocational Rehabilitation (DVR) or Ticket to Work (TTW). The DVR referral is by authorization letter, which allows LifeROOTS to assess, place and support the individual through the hiring and placement process. A Ticket to Work (TTW) referral is provided by the Social Security Office and provides the applicant with a letter of eligibility that is provided to LifeROOTS for outlining work goals and potential work placement. Applicants may also provide documentation from a New Mexico licensed medical professional or private licensed vocational rehabilitation specialist.

## **Non-Competitive Hiring**

Some positions at LifeROOTS may be considered for non-competitive hiring which facilitates the employment of veterans and individuals with disabilities by providing a streamlined and expedited hiring mechanism. Applicants must meet the qualification standards for the position and LifeROOTS will provide reasonable accommodation to enable a qualified individual to perform the essential function of the job. These positions and all position at LifeROOTS are governed by the probationary policy.