

Title:

Salary Range/Grade:

Supervisor:

Exempt/Nonexempt Status:

Department:

Location:

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SUMMARY OF POSTION:

MAJOR DUTIES & RESPONSIBILITIES:

QUALIFICATIONS:

Education/Certification Requirements:

Experience Level:

Technical Skills:

Other Skills:

This job description describes the general duties and responsibilities of the position. It is not a complete list of duties, and the staff member may be required to take on additional duties and responsibilities as required by the needs of the association.

VERSION & DATE: