

[illegible]

(Secondary Functions)

**Required Qualifications:**

**EDUCATION:** ☐ High School Diploma or Equivalent ☐ Associate's Degree  
☐ Bachelor's Degree ☐ Master's Degree  
☐ Other

**EXPERIENCE & TRAINING:**

**SPECIFIC SKILLS:**

**LICENSING/CERTIFICATION:**

**OTHER:**

**Preferred Qualifications:**

**Physical/Mental Requirements:**

*NOTE: The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of essential functions, responsibilities or requirements. This job description must not be misconstrued as a promise of employment, nor deemed as an employment contract.*

|                                        |  |      |  |
|----------------------------------------|--|------|--|
| Department Head                        |  | Date |  |
| Associate/Chief/<br>Executive Director |  | Date |  |
| Superintendent<br>(if applicable)      |  | Date |  |
| Human Resources                        |  | Date |  |