1-3 POLICY ON JOB DESCRIPTIONS

Appointed personnel shall have job descriptions that include the following:

A. Title
B. Position Summary
C. Supervision Structure
D. Minimum Qualifications and Required Knowledge
E. Essential Duties and Responsibilities
F. Peripheral or Marginal Duties
G. Physical, Psychological, Environmental Demands

Job Descriptions can be added to and deleted from this document without affecting the remainder of this ordinance, by resolution of the Board of Directors.

Adopted on:

Revised on: October 2021