

**Executive Positions**

005 Executive Director/Chief Executive Officer  
 006 Co-Executive Director  
 010 Associate Director/Chief Operating Officer  
 015 Chief Programs Officer  
 020 Chief Communications Officer  
 025 Chief Development Officer  
 030 Chief Human Resources Officer  
 035 Chief Information Officer  
 040 Chief Strategy Officer  
 105 Chief Financial Officer

**Administrative Positions**

055 Director, Administration/Operations  
 057 Operations Manager  
 060 Regional Manager/Center Manager  
 065 Office Manager  
 070 Executive Assistant  
 075 Administrative Assistant, Senior Level  
 080 Administrative Assistant, Intermediate Level  
 085 Administrative Assistant, Junior Level  
 090 Receptionist  
 093 Business Development Manager  
 094 Contracts Administrator  
 095 Quality Assurance Manager  
 096 Quality Assurance Specialist  
 098 Diversity, Equity & Inclusion Director  
 099 Compliance Specialist

**Accounting/Finance Positions**

106 Director of Finance & Administration  
 110 Controller  
 115 Accounting Manager  
 120 Accounting Supervisor  
 124 Senior Accountant  
 125 Staff Accountant  
 126 Payroll Specialist  
 130 Accounting Clerk  
 135 Cashier

**Animal Care/Control Positions**

780 Veterinarian  
 781 Director of Animal Services  
 782 Veterinary Clinic Manager  
 784 Humane Officer  
 785 Senior Registered Veterinary Technician  
 786 Registered Veterinary Technician  
 788 Veterinary Technician  
 789 Animal Care Manager  
 790 Animal Care Worker  
 791 Animal Adoption Counselor  
 792 Animal Adoption Manager  
 793 Animal Intake Manager  
 795 Animal Shelter Manager

**Animal Care/Control Positions, continued**

797 Animal Behaviorist  
 799 Humane Educator

**Cultural, Artistic, Performing Arts Positions**

154 Artistic Director  
 155 Curator  
 156 Resident Director  
 157 Resident Designer  
 160 Production Manager/Coordinator  
 162 Stage Manager  
 163 Costume Shop Manager  
 165 Box Office/Sales Manager  
 166 Technical Staff  
 167 Production Assistant  
 168 Box Office Assistant  
 180 Actor  
 181 Instrumental Musician  
 185 Visitor Services Manager  
 186 Visitor Services Specialist  
 190 Director of Exhibits  
 192 Exhibit Developer  
 194 Exhibit Designer  
 195 Exhibit Graphic Designer  
 196 Exhibit Fabricator  
 197 Archivist  
 198 Exhibit Guide/Docent

**Development Positions**

205 Director, Development  
 210 Development Manager  
 211 Development Manager, Annual Giving  
 212 Development Manager, Major Gifts  
 213 Development Manager, Capital Campaign  
 214 Development Manager, Planned Giving  
 215 Grant Proposal Writer, All Types of Funding  
 216 Grant Proposal Writer, Government Funding  
 217 Development Officer  
 218 Donor Database Manager  
 219 Events Manager  
 220 Special Event Coordinator  
 222 Direct Mail Coordinator  
 225 Development Associate  
 226 Events Aide

**Education & Recreation Positions**

250 School Principal  
 251 Director, Early Childhood Programs  
 253 Director, Education  
 254 Admissions Director  
 255 Curriculum Specialist  
 256 Educator or Teacher, Adult Education  
 257 Academic Counselor  
 258 Site Supervisor

**Education & Recreation Positions (continued)**

259 Teacher, K - 12  
 262 Teacher, Pre-School  
 265 Teaching Assistant, K-12  
 268 Teaching Assistant, Pre-School  
 269 Special Education Teacher  
 270 Tutor  
 271 Child Care Provider  
 272 Community Educator  
 273 Recreation Program Manager  
 274 Life Guard/Swim Instructor  
 275 After School Instructor  
 276 Instructional Aide  
 277 Recreation or Activity Leader, Children or Youth  
 278 Recreation or Activity Leader, Adults  
 280 Fitness Instructor  
 282 Camp Director  
 284 Assistant Camp Director  
 285 Teaching Artist  
 286 Childcare Provider Coach  
 287 Playgroup Facilitator  
 288 Family Resource Coordinator  
 289 Home Visitor/Early Learning Specialist  
 290 Child Development Specialist  
 291 After School Assistant Instructor

**Employment/Work Training Positions**

305 Job Developer  
 310 Vocational Counselor  
 315 Job Coach  
 318 Vocational Instructor

**Environmental/Conservation Positions**

320 Director of Conservation  
 325 Land Stewardship Manager  
 330 Land Acquisition Manager  
 333 Stewardship Project Manager  
 335 Restoration Specialist  
 340 Tree Technician  
 342 Field Crew Supervisor  
 343 Field Crew Member  
 345 Weatherization/Energy Program Assessor/Inspector  
 348 Weatherization/Energy Program Crew Leader  
 350 Weatherization/Energy Program Crew Member  
 352 Naturalist/Environmental Educator

**Food Service Positions**

355 Food Service Manager or Supervisor  
 360 Registered Dietician  
 361 Nutritionist  
 363 Nutrition Assistant  
 365 Cook  
 370 Food Service Assistant/Worker  
 372 Concessions Manager  
 375 Bartender

**Foundation/Philanthropy Positions**

960 Program Officer  
 965 Program Associate  
 970 Grants Manager/Administrator

**Gift/Thrift Shop, Warehouse & Food Bank Positions**

453 Director of Retail Operations  
 455 Gift/Thrift Shop Manager  
 460 Gift/Thrift Shop Retail Sales Clerk  
 461 Warehouse Operations Director  
 462 Warehouse Manager  
 463 Logistics Manager  
 465 Warehouse Worker  
 480 Food Bank Manager  
 485 Food Bank Assistant/Clerk  
 490 Wellness & Nutrition Director  
 491 Partnerships Director  
 492 E-Commerce Sales Specialist

**Government Affairs & Research Positions**

380 Director or Manager, Government Affairs  
 381 Advocacy Manager  
 382 Data Manager  
 383 Lobbyist  
 384 Policy Analyst  
 385 Staff Scientist  
 386 Senior Scientist  
 387 Research Analyst: Social Sciences  
 388 Research Analyst: Technology  
 389 Scientific Data Analyst  
 390 Research Assistant  
 391 Science Analyst  
 393 Librarian  
 396 Library Assistant  
 397 Regulatory Director  
 398 Planner  
 399 Senior Policy Analyst

**Housing/Community Development Positions**

410 Director of Real Estate Development  
 411 Project Developer  
 412 Construction Manager  
 413 Construction Site Supervisor  
 420 Director of Resident/Community Services  
 421 Program Manager, Resident/Community Services  
 422 Resident Services Coordinator  
 423 Director of Property Management  
 424 Property Supervisor  
 425 Site Administrator  
 426 Shelter Manager  
 427 Shelter Supervisor  
 428 Occupancy Specialist  
 429 Desk Clerk

**Housing/Community Development Positions, continued**

430 Program Manager: Housing  
 431 Program Manager: Economic Development  
 432 Asset Manager (Compliance & Monitoring)  
 433 Asset Manager (Financial Analyst)  
 434 Shelter Coordinator  
 435 Assistant Site Administrator  
 436 Overnight Assistant  
 437 Housing Outreach Specialist  
 438 Loan Officer

**Human Resources Positions**

505 Director, Human Resources  
 510 Human Resources Manager  
 512 Human Resources Generalist  
 513 HRIS Manager  
 514 Benefits Manager  
 515 Human Resources Representative or Specialist  
 516 Recruiter  
 517 Training & Development Manager  
 520 Human Resources Assistant

**Information Technology Positions**

555 Director, Information Technology/Services  
 560 Information Technology Manager  
 562 Systems Administrator  
 563 Software Engineer  
 565 Database Administrator  
 570 Network Technician  
 575 Personal Computer Technician  
 576 Tech Support Specialist  
 580 Data Entry Operator  
 585 Web Site Developer

**Legal Services/Community Organizing Positions**

598 Director of Legal Services  
 600 Managing Attorney  
 601 Senior Staff Attorney  
 602 Staff Attorney  
 605 Attorney, Legal Aid/Advocacy  
 610 Attorney, Corporate  
 615 Paralegal  
 620 Legal Secretary/Assistant  
 624 Senior Community Organizer  
 625 Community Organizer  
 630 Campaign Director  
 632 Campaign Manager  
 635 Campaign Coordinator  
 638 Campaign Assistant

**Media/Journalism Positions**

642 Editor in Chief  
 645 Digital Editor  
 650 Media Producer  
 652 Digital Content Developer

**Medical & Clinic Services Positions**

702 Director, Medical Services  
 704 Clinic Director  
 706 Physician, Family/General Practice  
 707 Physician, Internal Medicine  
 708 Physician, Obstetrics & Gynecology  
 709 Physician, Pediatrics  
 710 Physician, Other Specialty  
 712 Director of Nursing  
 714 Registered Nurse  
 716 Nurse Practitioner  
 718 Physician Assistant  
 720 Licensed Vocational/Practical Nurse  
 721 Licensed Psychiatric Technician  
 722 Medical Assistant, Certified  
 723 Medical Assistant, Non-Certified  
 724 Health Educator  
 726 Dental Director  
 728 Dentist  
 729 Registered Dental Hygienist  
 730 Registered Dental Assistant  
 731 Dental Assistant  
 732 Laboratory Technician/Technologist  
 733 Laboratory Assistant  
 734 Phlebotomist  
 736 Radiology Technician  
 738 Community Health Worker  
 740 Case Manager, Medical  
 742 Patient Financial Services Manager  
 744 Patient Accounts Representative  
 745 Health Information Coordinator  
 748 Medical Records Clerk  
 750 Billing Clerk  
 752 Receptionist (Medical)  
 761 Physical Therapist  
 762 Occupational Therapist  
 763 Speech Pathologist  
 764 Physical Rehabilitation Assistant  
 765 Certified Massage Therapist

**Operations Positions**

655 Facilities Manager  
 660 Maintenance Supervisor  
 665 Maintenance Technician or Specialist  
 670 Gardener  
 675 Janitor or Custodian  
 676 Housekeeper  
 679 Transit Driver  
 680 Driver  
 683 Security Manager  
 685 Security Guard or Officer  
 688 Purchasing Manager  
 690 Purchasing Coordinator or Specialist  
 691 Inventory Coordinator  
 692 Workplace Safety Coordinator  
 693 Facilities Specialist

**Program Mgmt Positions, Other than Soc Svcs/Beh Hlth**

805 Program Director/Administrator, Other  
810 Program Manager/Administrator, Other  
815 Program Coordinator, Other  
820 Program Assistant, Other

**Social Services & Behavioral Health Positions**

853 Program Dir/Administrator, Soc Svcs/Beh Hlth  
856 Program Mgr/Administrator, Soc Svcs/Beh Hlth  
859 Program Coordinator, Soc Svcs/Beh Hlth  
862 Program Assistant, Soc Svcs/Beh Hlth  
865 Psychiatrist  
867 Clinical Supervisor  
868 Licensed Clinical Social Worker (LCSW)  
871 Psychiatric Social Worker  
874 Psychologist  
875 Chaplain/Clergy  
876 Behavior Analyst  
877 [Marriage & Family Therapist \(MFT\)](#)  
878 Clinician (Pre-license MFT/ACSW)  
879 Case Manager/Social Worker, Master Level  
880 Case Manager/Social Worker  
882 Counselor, Master Level  
883 Counselor  
884 Substance Abuse Counselor  
885 Family Advocate  
886 Eligibility Specialist  
887 Intake Coordinator  
888 Resource & Referral Counselor  
889 Senior or Adult Program Assistant  
890 Children or Youth Program Assistant  
891 Personal Attendant/Home Health Care Worker  
892 Direct Care Counselor  
893 Rehabilitation Specialist  
894 Behavior Therapist  
895 Peer Support Group Facilitator  
896 Certified Peer Specialist  
897 Supervisor of Peer Services  
898 Patients' Rights Advocate  
899 [Client Advocate](#)

**Volunteer, Membership & Marketing Positions**

905 Volunteer Director  
906 Volunteer Coordinator  
910 Communications Director  
911 Communications Manager  
915 Public Relations Manager  
916 Content Marketing Manager  
917 Marketing Coordinator  
918 Social Media Coordinator  
919 Communications Coordinator  
920 Graphic Artist  
921 Writer/Editor  
925 Membership Director or Manager  
930 Membership Assistant  
931 Customer Service Representative  
932 Customer Service Supervisor  
935 Community Outreach Coordinator