Mountain Local Area

JOB DESCRIPTION

Proposer/Service Provider: _____

Job Title: _____

Complete a separate Job Description for each Position/Job Classification that will provide WIOA services under the terms of this agreement, whether funded in full, in part, or not at all with WIOA funds from this program. The Job title used above should agree with the Job Title used in the Proposal Budget Workbook. (Attachment D)

1. Describe actual job duties to be performed in relation to the WIOA program and job title.

2. Minimum education and experience qualifications required of the person to perform the above job duties (*WIOA-funded staff that provide services such as assessment, determination of eligibility, counseling, case management, job development, job referral, and follow-up*).

3. This person will devote time to this WIOA program as follows:

   a. _____ hours per day, ***(maximum of 8 hours)***;

_____ hours per week ***(maximum of 40 hours)***.