

2009-2010 Nonprofit Wage and Benefit Survey Questionnaire



INDEX OF JOB CATEGORIES and TITLES

Administrative Services

- 100 Executive Director
- 105 Associate Director
- 110 Regional Manager
- 115 Administrative Director
- 120 Office Manager
- 125 Purchasing Coordinator
- 130 Executive Assistant
- 134 Senior Administrative Assistant
- 135 Administrative Assistant
- 140 Office Clerk
- 145 Receptionist
- 146 Attorney

Animal Care / Control

- 150 Veterinarian
- 155 Veterinary Assistant
- 160 Animal Care Worker
- 165 Veterinary Clinic Manager

Communication / Marketing / Sales

- 200 Marketing Director
- 205 Marketing Manager
- 210 Public Relations / Communications Director
- 214 Graphic Design Manager
- 215 Graphic Designer
- 220 Editor
- 222 Publications Manager
- 225 Box Office Manager
- 227 Box Office Supervisor
- 230 Box Office Agent
- 235 Group Sales Coordinator
- 240 Telemarketing Manager/Supervisor
- 245 Retail Store Manager
- 246 Retail Store Assistant Manager / Supervisor
- 247 Retail Store Associate/Clerk

Computer Operations / Information Systems

- 250 Information Systems/Technology Director
- 255 Information Systems/Technology Manager
- 260 Database Administrator
- 262 Webmaster
- 265 Network Administrator
- 269 Help Desk Manager
- 270 Help Desk Technician
- 275 Data Entry Operator
- 280 Audio Visual Supervisor
- 285 Audio Visual Technician

Development

- 300 Development Director
- 305 Annual Giving Director
- 310 Capital Campaign Director
- 315 Corporate/Foundation Relations Director/Manager
- 317 Corporate Relations Director/Manager
- 320 Major Gifts Officer
- 325 Grant Writer/Proposal Manager
- 330 Membership Manager
- 334 Special Events Manager
- 335 Special Events Coordinator/Assistant
- 340 Development Assistant/Associate

Education

- 350 Education Director
- 352 Education Manager/Supervisor
- 355 Educator/Teacher/Trainer/Instructor
- 360 Education Assistant
- 365 Child Care and Teacher's Aide

Finance / Accounting

- 400 Finance Director
- 405 Controller
- 410 Accounting Manager
- 415 Accounting Supervisor
- 420 Financial Analyst
- 425 Staff Accountant
- 427 Bookkeeper
- 430 Accounting Clerk
- 432 Payroll Coordinator/Administrator
- 433 Payroll Clerk
- 435 Cashier

Food Bank

- 450 Food Service Manager/Supervisor
- 455 Cook
- 460 Nutritionist/Dietician
- 465 Food Worker

Housing

- 500 Shelter Manager
- 505 Shelter Supervisor
- 510 Housing Program Manager
- 515 Housing Clerk
- 520 Eligibility Specialist
- 525 Home Loan Specialist
- 530 Housing Specialist
- 535 Senior Housing Developer
- 536 Housing Developer
- 537 Construction Manager
- 538 Housing Properties Director
- 539 Senior Housing Property Manager
- 540 Housing Property Manager
- 541 Rental Office Manager
- 542 Rental Assistant
- 543 Resident / Housing Manager
- 544 Housing Janitor
- 545 Housing Facilities Manager/Maintenance Supervisor
- 546 Housing Maintenance Lead
- 547 Housing Maintenance Assistant
- 548 Housing Social Service Specialist

Human Resources

- 550 Human Resources Director
- 555 Human Resources Manager
- 557 Human Resources Generalist
- 560 Human Resources Specialist/Coordinator
- 565 Human Resources Assistant

*Index of Job Titles and Descriptions (continued)***Maintenance / Driver / Security**

600 Facilities Director
 601 Facilities Manager
 605 Maintenance Supervisor
 610 Property Manager
 615 Building Maintenance Technician
 620 Janitor/Maintenance Worker
 621 Groundskeeper
 622 Horticulturist / Gardener
 625 Driver
 630 Para Transit Driver
 632 Chief of Security / Security Manager
 633 Assistant Security Manager
 635 Security Guard

Medical Services

650 Medical Services Director
 655 Clinic Director
 660 Physician, Board Certified
 665 Nurse Practitioner
 670 Registered Nurse (RN)
 671 Licensed Practical Nurse (LPN)
 675 Dentist
 680 Physician's Assistant
 685 Dental Assistant
 690 Dental Hygienist
 695 Medical Assistant
 700 Home Health Aide
 705 Personal Care Attendant
 710 Occupational Therapist
 711 Physical Therapist
 712 Speech & Language Pathologist
 713 Audiologist

Mental Health / Social Work

750 Psychiatrist (Employee, with benefits)
 752 Psychiatrist (Contract/Hourly, no benefits)
 754 Psychiatric Nurse Practitioner
 756 Licensed Psychologist
 758 Chaplain
 760 County Designated Mental Health Professional
 762 Mental Health Specialist
 764 Mental Health Professional (unlicensed)
 766 Licensed Social Worker / Licensed Therapist /
 Licensed Mental Health Professional
 768 Social Services Case Worker (unlicensed)
 770 Interpreter
 772 Crisis Intervention Specialist
 774 Clinical Case Manager
 776 Access/Clinical Assessor
 778 Access / Intake Specialist
 780 Case Manager
 782 Chemical Dependency Professional/
 Behavioral Disorder Counselor
 784 Community Outreach Worker /
 Prevention Coordinator
 786 Case Aide / Community Support
 788 Counselor
 790 Peer Support Counselor
 792 Residential Counselor

Museum

900 Chief Curator
 901 Associate Curator/Curator
 903 Curatorial Assistant
 905 Preparator
 907 Registrar
 909 Collections Care Manager/Curator
 911 Exhibitions Director/Manager
 913 Designer / Exhibitions Designer
 915 Librarian
 917 Gallery Attendant
 919 Visitor Services Manager/Supervisor
 921 Visitor Services Coordinator/Representative

Performing Arts

950 Director Artistic Planning/Programming
 952 Theatre/House Manager
 954 Technical Director
 956 Scene Shop Manager
 958 Scene Charge Artist
 960 Production Manager/Director
 962 Costume Shop Manager
 964 Stage Technicians
 966 Usher

Program Management

800 Program Director
 805 Program Manager
 810 Program Supervisor/Coordinator
 815 Program Management Assistant

Volunteer Services

850 Volunteer Services Director/Manager
 860 Volunteer Coordinator