

**Procedures for posting a Job Opportunity on the  
North Dakota Speech Language Hearing Association (NDSLHA) website.**

NDSLHA does allow organizations to post their current job opportunities on our website. The cost is \$100 for 30 days posted on the website.

The following are the procedures that will be taken to get the job opportunity loaded on the website.

1. Contact Renee Olson, Executive Secretary, at [renee.olson@minotstateu.edu](mailto:renee.olson@minotstateu.edu) with an electronic job description and the billing information. (i.e., Agency name, billing address).
2. Renee will forward the Job description to our Publicity Coordinator and who will post the position on the website with the 1<sup>st</sup> day the job was posted.
3. Renee will mail the bill to the organization.
4. The Publicity Coordinator will remove the job opportunity promptly after the 30 days have expired.