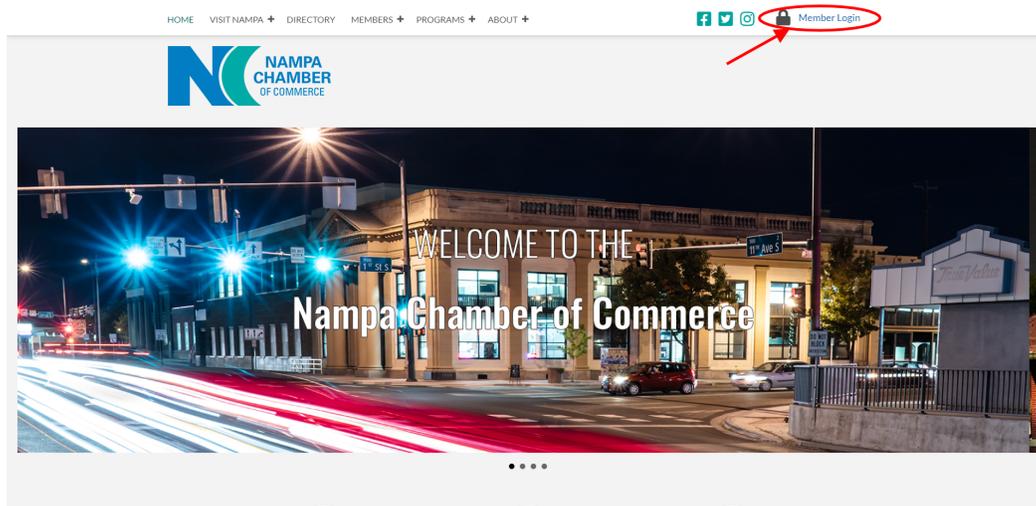


# How To Guide

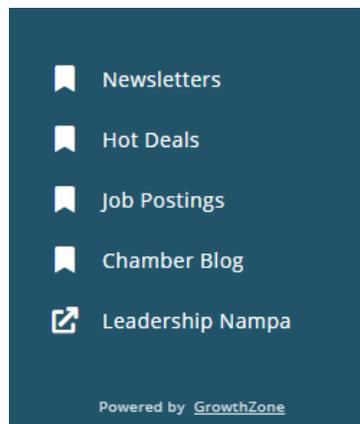
## Posting on the Job Board



### 1. Login to the [Member Information Center](#)



### 2. Click on Job Postings on the left hand shortcuts list



3. On the Job Postings page you can see the current job postings. Click the add button on the top right hand of the page.
4. Add a title, insert your posting in the description section, type your name in the contact field, and select your dates.
5. Under the images tab, add your logo to the 'Search Results Image' and any other photos into 'Other Images', then click submit.
6. Verify your listing on our [Job Postings Page](#).