

Member Education & Event Specialist – Job Description Summary

Plans, organizes and executes organization's member education and event activities. Develops, coordinates and conducts adult and youth education on financial well-being. Plans and coordinates special events to promote member interest, recognition, and appreciation.

The complete job description covers the following topics:

- Essential duties and responsibilities
- Performance standards
- Qualification requirements
- Education and experience
- Language skills
- Mathematical skills
- Reasoning ability
- Other skills and abilities
- Physical demands
- Work environment