



Bethune-Cookman University

Reporting Structure: VP Division Head

Division:

Job Title

Job Summary:

Duties/Responsibilities:

- Duty 1
- Duty 2
- Duty 3, etc

Required Skills/Abilities:

- Essential functions of the job
- Knowledge base
- Skills

Education and Experience:

- Degree required
- Years of education

Preferred Skills, Experience and Education

Physical Requirements:

- Face-to-Face Office Setting
- Sitting at desk several hours