

Instructions for Non-Organizational Member Job Posting

1. Pay for a Non-Member Job Posting by visiting the [Post a Job](#) page and clicking on the blue box labeled '[Non-Member Job Posting](#)'.
2. Once you've completed your purchase you will be emailed a Purchase Confirmation. In this email, click on the link to 'submit your job posting information'.
3. Be sure to fully complete and submit the Job Posting Request form.
4. Once we've received your completed Job Posting Request, we will post your job to the AEOE Jobs page.
5. Please contact our Webmaster gabe@aeoe.org to make any changes to your job posting.

Note – each Non-Member job posting must be paid in full before the job will be posted to the website.

Note - Each job posting will be viewable for 30 days, after which time the posting will expire.