

2013 San Antonio Not-for-Profit Wage and Benefit Survey

List of Jobs Surveyed

Job descriptions in bold are new to this year's survey

Executive Management

Executive Director
Executive Vice President
Chief Financial Officer
Chief Operations Officer
Director of Building Maintenance
Director of Child Care
Director of Development
Director of Food Service
Director of Fund Raising
Director of Human Resources
Director of Information and Referral
Director of Marketing
Director of MIS
Director of Programs
Director of Public Relations
Director of Special Projects
Director of Volunteer Services

Accounting/Financial

Accountant I (Degreed)
Accountant I (Non-Degreed)
Accountant II (Degreed)
Accounting Clerk I
Accounting Clerk II
Accounting Supervisor (Accountants)
Accounting Supervisor (Accounts Payable/Receivable)
Accounts Payable Clerk
Accounts Receivable Clerk
Billing Clerk
Controller
Payroll Clerk

Administration

Administrative Assistant
Customer Service Representative
Data Entry Operator
Desktop Publishing Operator
File Clerk
General Office Clerk
Human Resources Assistant
Human Resources Clerk
Human Resources Generalist
Medical Records Clerk
Office Manager
Purchasing Agent/Buyer

Purchasing Supervisor
Receptionist
Secretary
Secretary, Executive

Agency

Activities Coordinator
Assistant Store Manager, Retail
Chaplain (Nonsubsidized)
Chaplain (Subsidized)
Child Care Worker
Counselor/Interviewer
Curator
Event Coordinator
Fund Raising Assistant
Fund Raising Manager
Fundraiser
Information and Referral Representative
Instructor
Interviewer/Outreach/Intake Worker
Librarian
Museum/Gallery Attendant
Performing Artist
Program Coordinator
Residential Care Specialist
Residential Care Supervisor
Residential Care Worker
Sales Clerk, Retail
Store Manager, Retail
Teacher (Degreed)
Teacher (Non-Degreed)
Teacher's Assistant
Volunteer Coordinator

General Services/Maintenance

Carpenter, Maintenance
Cook
Custodian
Custodian Supervisor
Delivery Driver
Dishwasher
Food Service Supervisor
Food Service Worker
Groundskeeper
Housekeeper
Maintenance Worker

Mechanic
Security Guard
Shipping and Receiving Clerk
Van/Bus Driver
Warehouse Manager
Warehouse Materials Handler

Information Systems

Hardware/Software Technician
Help Desk Specialist
IS Manager
Programmer Analyst, Personal Computers
Programmer, Applications
Web Master

Marketing/Sales

Proposal/Grant Writer
Public Relations Assistant
Public Relations Manager
Public Relations Representative

Medical Professional

Case Manager
Case Worker
Certified Nursing Assistant (CNA)
Chemical Dependency/Mental Health Counselor
Health Educator
Licensed Vocational Nurse

Medication Aide

Nurse Practitioner
Psychologist
Registered Nurse
Social Worker, BSW
Social Worker Long Term Care - LTBSW
Social Worker, MSW

Multi-Skilled Positions

Administrative Support
Caregiver (Non-Degreed)
Caregiver (Degreed or Certified)
Counselor (Degreed)
Manager
Parent Educator
Program Manager
Specialist I
Specialist II
Supervisor