

# JOB BANK Form

## POSITION DATA:

Title of Position \_\_\_\_\_  
Employer Contact Person \_\_\_\_\_  
Employer Name \_\_\_\_\_  
Employer Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Employer Phone \_\_\_\_\_ Employer Email \_\_\_\_\_

**Please briefly describe the position, as you want the listing to appear in the newsletter, including the practice areas, qualifications required, where/how to apply, and the documents to be submitted (e.g. resume, cover letter, transcript, writing sample, salary history, references). In addition, email the ad in a Word document format to [kerry@fcba.org](mailto:kerry@fcba.org). The ad should not exceed 400 words.**

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Do you want resumes sent directly to you by the applicant?    Yes    No  
If no, a Blind Box # will be assigned and resumes will be sent to FCBA.

Please indicate to which category this applies:      Law Firm/Corporate    Non-Profit/Academic    Government

## COST:

Listing with resumes sent directly to the employer or employer's portal per month. . . . . \$100.00  
Listing with resumes sent to the FCBA, for which a Blind Box # assigned per month . . . . . \$125.00  
Government employer listing per month . . . . . \$25.00

Payment must be received in advance. Listings and payment received by the 22nd day of each month will appear in the next month's newsletter. If you want your listing to appear in more than one issue, you may pay in advance to cover the total fee.

\$\_\_\_\_\_ Total Enclosed      Visa    MasterCard    American Express    Discover    Check  
Credit card no. \_\_\_\_\_ Exp. date \_\_\_\_\_ CVV: \_\_\_\_\_  
Cardholder Name \_\_\_\_\_ Signature \_\_\_\_\_

## PLEASE SEND THIS FORM AND PAYMENT TO:

Federal Communications Bar Association  
1020 19th Street, NW, Suite 325  
Washington, DC 20036  
Phone: (202) 293-4000  
Email: [kerry@fcba.org](mailto:kerry@fcba.org)