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|   | **AER Career Connection** **JOB ANNOUNCEMENT PLACEMENT ORDER Application** |

***AER Career Connection***is an online listing of job openings in the field of service providers who work with the blind and visually impaired. It is available to members and non-members of the Association for Education and Rehabilitation of the Blind and Visually Impaired – a circulation of approximately 3,800 –online at [jobs.aerbvi.org](https://jobs.aerbvi.org/). To place a job advertisement, complete the following information and return it with the appropriate fees to AER.

AER Member Rates: AER Organization members enjoy a significant discount, paying only $49 (USD) per ad per month and each additional month is $25. As an added member benefit, the job posting will be featured on the **Career Connections** landing page, included in the monthly issue of **The Voice**, and shared on AER's **LinkedIn** account. All to help reach a broader audience and attract top talent.

Non-Member Ad Rates: The fee to place a job announcement is $149 (USD)per ad per month and is applicable to any agency, institution, or other organization which is NOT an organization member of AER; and each additional month is $75.

**I. Provide the Following Information:**

|  |  |
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| Name |  |
| Name of the Organization/Business |  |
| Address |  |
| Telephone Number |  |
| Email Address  |  |
| How many months should the ad run? |  |
| AER Organization Member Yes or No? |  |

**PAYMENT** (U.S. Dollars)

□ Enclosed is my check made payable to the “AER” for $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ or Purchase Order #\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_
(Copy of purchase order need to accompany Ad).

□ Please charge $\_\_\_\_\_\_\_\_ VISA $\_\_\_\_\_\_\_\_ MASTERCARD $\_\_\_\_\_\_\_\_AMEX $\_\_\_\_\_\_\_\_ Discover

**NOTICE: A 3% processing fee will be applied to all credit card transactions.**

Card Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Exp. Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CSC \_\_\_\_\_\_\_\_

Cardholder Name (please print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cardholder Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Payment must accompany order form. AER reserves the right to reject any ad submitted for any reason. AER reserves the right to edit job announcements where necessary or appropriate.**

Send completed form and application to aer@aerbvi.org in a **Word or text document**. To make a payment, call 703-671-5875 or mail to AER Career Connection, PO Box 16288, Lubbock, TX 79490.

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|  | **AER Career Connection** **POSITION INFORMATION** **Form** |

**II. Complete the Attached** **Position Information Form**
 Please attach a logo or image with alt text of the Organization/Business for this listing. Thank you.

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| **Position Title:**  |
| **Employer:**  |
| **Job Location: City & State:**  |
| **Job URL:**  |
| **Contact Telephone:**  |
| **Contact Email Address:**  |
| **Contact Address:**  |
| **Salary:**  |
|  |
| **Qualifications:** **Job Description:** |