

ADMINISTRATIVE

**COMMITTEE
ADMINISTRATOR**

For the Legislative Committee of the Legislative Administration Committee. Position facilitates process of legislative committees by providing information regarding issues before the committee, arranging for testimony and evidence to be provided, and organizing and analyzing information in the preparation of policy options. Experience involving management responsibility or experience in a staff technical or professional function related to management required. Previous experience with the Oregon legislative process highly desirable. Salary range \$2114-\$2699 per month. A Legislative Administration Committee application is required. Application materials must be received by 5pm, Sept 28, 1987. Contact:

**Personnel Office
Legislative Administration
Committee
S-404 State Capitol
Salem, OR 97310
(503)378-8530**

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EXECUTIVE DIRECTOR

**Oregon Commission on
Black Affairs
Salary \$23,000 - \$29,400**

The Commission on Black Affairs is seeking applicants for Executive Director; responsible for the day-to-day management and operations of the Commission office.

Qualified applicants will have a knowledge of: bookkeeping and accounting; budgeting; the legislative process; State policies and rules; and a knowledge of the history, culture and contributions of African American people. Additionally, you should have excellent oral and written communications skills, experience planning events, and an ability to develop public relations strategies and promote the accomplishments of the Commission.

The State of Oregon offers excellent benefits for you and your family including paid medical and dental plans, retirement, disability provisions and more. Salary will depend on applicable work experience.

Submit a letter that speaks to qualifications listed above and resume along with three references to:

**Carolyn N. Leonard
Oregon Commission on
Black Affairs
1257 Ferry St. S.E.
Salem, Oregon 97310**

Resumes must be received on or before October 2, 1987.

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STOP

The Versailles Treaty, which ended World War I, created the International Labor Organization, according to a fact sheet, "Brief History of the U.S. Department of Labor," available from the department's Office of Information and Public Affairs, Washington, D.C. 20210.

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**RESEARCH
ASSISTANTS**

Available 10 month appointment. B.S. required. It would be preferred that the candidate have experience with Vertebrate Cell Culture, Quantitative Immunoassays, and electrophoretic techniques. Send resume and three letters of reference to:

**Dr. S.L. Kaattari
Dept. of Microbiology
Oregon State University
Corvallis, Oregon 97331-3804**

before September 25, 1987.
Salary Range: \$15,600-\$17,000.

Oregon State University is an Affirmative Action/Equal Opportunity Employer and complies with Section 504 of the Rehabilitation Act of 1973.

R.N.

For outpatient mental health clinic. 18¾ hours per week. Send resume by 9-24 to:

**CCMH
6329 N.E. Union
Portland, OR 97211**