

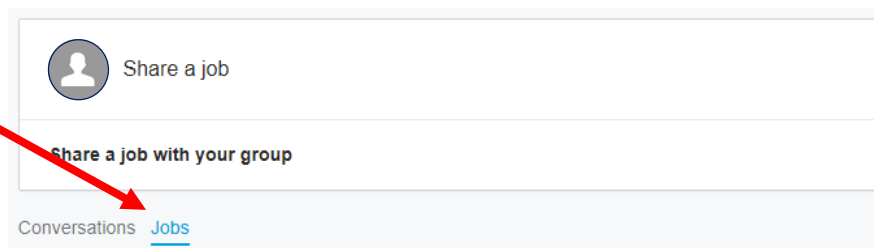
How to Post a Job Lead to the NCJS LinkedIn Group

Note: You must be a member of the NCJS LinkedIn group to post to the group.

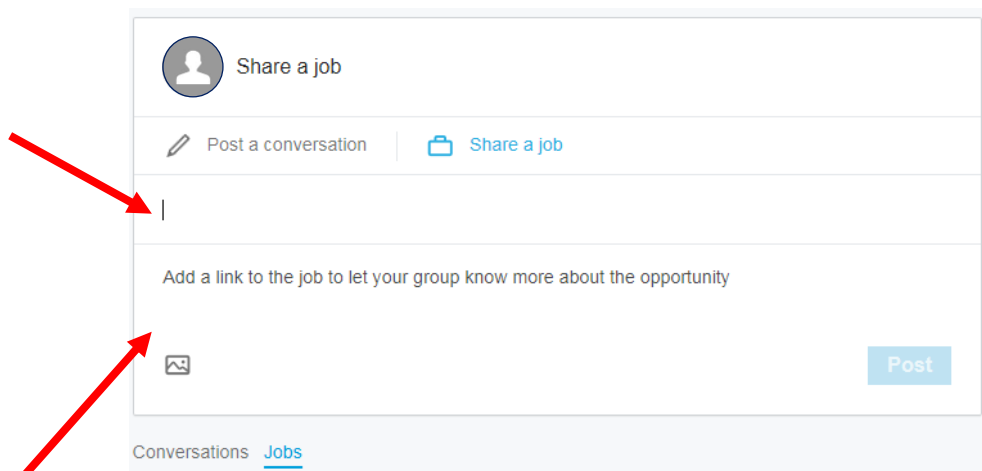
1. **Log into LinkedIn** (Copy/Paste url):

<https://www.linkedin.com/groups/North-Coast-Job-Seekers-NCJS-7467279>

2. Select “Jobs” link below the “**Start a conversation with your group...**” box. By default “Conversations” is selected and “Jobs” is in grey. Simply click on “Jobs”:



3. Enter the Job Title for the open position in the “Share a job with your group” box:



4. In the “**Add a link to the job...**” box enter the job description and contact information for the open position
5. Click “**Post**” to finish posting the job opening.