***E.S.P.L. JOB DESCRIPTION***

***ASSISTANT COMMISSIONER***

***2011***

The Assistant Commissioner position is a learning curve for the Commissioners

position.

***Job Description:***

**1:** Assists Commissioner in tasks as needed.

**2:** Attends Committee meetings in the absence of the Commissioner.

**3:** Chairs Executive meetings in the absence of the Commissioner.

**4:** Represent the E.S.P.L. at all functions in the absence of the Commissioner.