

# Policy: Job Board Posting on the RCDC website

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## **RELEVANCE**

We allow postings for a wide range of jobs within the dental health sector including opportunities within the nationally recognized dental specialties and those that are not strictly ‘specialties’ such as certified dental hygienists, certified dental assistants and dental receptionists.

## **WHY POST HERE?**

Our website is frequented by prospective and recently graduated dental students as well as esteemed professionals who exceed expectations in their dental specialties who demonstrate rigorous standards and clinical judgment skills essential for the delivery of excellent patient care. They visit our website to seek information about employment, licensure and RCDC Fellowship.

## **WHAT TO INCLUDE:**

1. Please begin your post with basic information about the job. Example:

**(Job Title)**

**Date Posted:** Oct 16, 2020

**Application Deadline:** Nov 09, 2020

**Start Date:** Nov 23, 2020

**Salary From:** 80K To 85K

**Province:** Ontario

**Region:** Metro Toronto Area

**City:** Toronto

**Job's focus:** Administrative

**Job Type:** Full-time

2. Following the basic information, please include these categories:

**Organization/Company Description**

**Job Description**

**Requirements**

**Special Conditions of Employment (if applicable)**

**How to Apply**

### **Cost:**

**Members:** FREE for the first three (3) months with option to renew at \$100/per month.

**Non-members:** \$300 per job posting/ per month with option to renew for a second month at \$150.

Once you have completed the 'Job Posting' form, submitted your pdf, been approved and paid the necessary fee, we will post your ad for one month. If you wish to renew, simply send us an email at [office@rcdc.ca](mailto:office@rcdc.ca).

### **Terms and Conditions:**

1. RCDC reserves the right to remove any listing without cause and without notice.
2. RCDC reserves the right to edit copy as necessary.
3. Payment of associated fees must be paid via credit card prior to the job posting being available online at [www.rcdc.ca](http://www.rcdc.ca).
4. RCDC reserves the right to change its policy at any time.