

### ACCOUNTANT

**Job Description:** The Accountant is responsible for making sure that the business development council stays under budget. This individual will keep track of revenue and expenses on the “Budget Ledger” worksheet. The Accountant will purchase the materials, but may only purchase materials as directed by the Construction Manager. Remember: All purchases from the manufacturer are **final**.

### MARKETING CONSULTANT

**Job Description:** The Marketing Consultant is responsible for ensuring that the structure’s design is visually appealing. This individual is also responsible for delivering the pitch prepared by the business development council. You are the supervisor for any marketing assistants.

### CONSTRUCTION MANAGER

**Job Description:** The Construction Manager is responsible for the execution of constructing the structure as decided by the business development council. This individual will assist the Accountant with purchasing materials. You are the supervisor for any construction workers. Remember: All purchases from the manufacturer are **final**.

### MARKETING ASSISTANT

**Job Description:** You report to the Marketing Consultant.

*Secret Instruction (DO NOT SHARE WITH YOUR GROUP): The Marketing Assistant is only able to contribute to the design and overall strategy of the structure if invited to do so by the Marketing Consultant (your supervisor).*

### CONSTRUCTION WORKERS

**Job Description:** You report to the Construction Manager.

*Secret instruction (DO NOT SHARE WITH YOUR GROUP): The Construction Worker may only build when and as directed by the Construction Manager (your supervisor).*

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