

CEO • Delivers speeches at town meetings. • Meets with leaders from other businesses. • Makes decisions with input from others. • Supervises employees & business operations. • Fills in for others on break & assists as needed.	CFO • Manages payroll. • Submits business loan & makes loan repayments. • Pays business expenses. • Deposits business income. • Assists with other business duties when teammates are on break.
Account Executive • Greets visitors. • Sells raffle tickets to citizens to win a book for their classroom. • Sells United Way merchandise. • Markets United Way's offerings to citizens. • Assists other teammates as needed.	Community Impact Program Officer • Greets visitors. • Empowers citizens to be leaders. • Educates visitors on the impact they can have in their community. • Encourages visitor participation in the activities in United Way's storefront. • Assists other teammates as needed.

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Senior Financial Planner • Learns about investing & teaches others • Runs an investment game for customers • Leads the Financial Planning team.	Financial Planner 1 & 2 • Plays a game with customers to help them understand investing. • Assists other teammates during busy times or while on breaks.

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Energy Efficiency Manager • Teaches customers about Kilowatt Meters. • Leads customers through an activity about energy consumption & conservation. • Advises others on the importance of energy conservation & ways to save energy.	Renewable Energy Engineer • Builds a windmill using snap circuits. • Helps citizens draft a personal Energy Pledge reminding them to conserve energy.
Marketing Manager • Teaches businesses about renewable energy. • Markets the Green Rewards program to businesses. • Creates an advertisement that highlights the importance of renewable energy.	

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Retail Sales Manager 1 & 2 • Oversees the retail portion of the storefront. • Processes transactions. • Assists customers. • Tracks inventory.	Engineering Specialist 1 & 2 • Learns about data storage & servers. • Solves puzzles with teammates. • Assist customers alongside the retail sales team during busy periods.

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Employee Benefits Advisor 1 & 2 • Educates customers of the importance of employee benefits • Processes employee benefits transactions • Distributes employee benefits insurance certificates	Accident Insurance Advisor 1 & 2 • Educates customers of the importance of accident insurance • Processes accident insurance transactions

Mayor • Conducts surveys for Citizens of the Day & Business of the Day. • Delivers speeches at town meetings. • Meets with other business leaders. • Oversees U.G. City Hall employees & operations. • Assists citizens. • Makes decisions with input from others.	CFO • Manages payroll. • Submits business loan & makes loan repayments. • Pays business expenses. • Deposits business income. • Assists with other business duties while teammates are on break.
Election Commissioner • Sets up voting software. • Promotes voting & encourages citizens to vote. • Runs polling site. • Hands out "I Voted" stickers to citizens who vote.	Building Official • Completes safety audits of businesses • Reports safety audit results to business CEOs. • Keeps record of businesses who pass safety inspections.
Business License Manager • Reviews business license applications. • Awards business licenses. • Ensures businesses are properly licensed & fines those who are not.	County Treasurer • Completes personal taxation form for citizens. • Prepares & sends business tax bills. • Records payment of all taxes & ensures taxes are paid.
Public Works Manager • Delivers recycling bins to businesses. • Educates businesses about recycling • Completes the recycling survey.	Animal Services Officer • Captures stray pets. • Runs the U.G. City Hall animal shelter & oversees pet adoptions. • Ensures citizens are taking proper care of their pets.
Postal Worker • Delivers mail to citizens & businesses. • Encourages friendly letter writing.	

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Robotics Engineer 1 & 2 • Learns how robots work. • Designs a robot using information learned about robots. • Builds a robot to do certain actions.	Production Supervisor 1. Learns how robots work. 2. Assists the Robotics Engineer in building the robots. 3. Leads robot activities with customers.
Sustainability Manager • Learns about sustainability. • Educates others on sustainability. • Leads a craft project that teaches & promotes sustainability.	

Student Entrepreneur 1 – CEO • Delivers speeches at town meetings. • Meets with other business leaders. • Makes decisions with input from others. • Supervises employees & business operations. • Fills in for others on break & assists employees as needed.	Student Entrepreneur 2 – CFO • Manages payroll. • Submits business loan & makes loan repayments. • Pays business expenses. • Deposits business income. • Assists with other business duties when teammates are on break.
Student Entrepreneur 3 • Assists teammates in running the business. • Processes individual transactions. • Advertises products/services the business offers.	Student Entrepreneur 4 • Assists teammates in running the business. • Processes individual transactions. • Advertises products/services the business offers.
Student Entrepreneur 5 • Assists teammates in running the business. • Processes individual transactions. • Advertises products/services the business offers.	Student Entrepreneur 6 • Assists teammates in running the business. • Processes individual transactions. • Advertises products/services the business offers.

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CFO

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- Deposits business income.
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Pet Care Technician

- Processes transactions.
- Takes care of pets while they are at daycare/boarding.
- Keeps pets safe while their owners work and run errands.

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Card Creator 1 & 2 • Greets customers. • Designs & sells personalized cards. • Keeps the store clean & organized for customers. • Assists the sales associate(s) as needed.	Sales Associate 1 & 2 • Greets customers. • Assists customers in finding what they are looking for. • Answers customer questions. • Processes transactions.

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Marketing Director • Identifies a promo plan to sell Royals merchandise. • Monitors & tracks sales. • Administers surveys to citizens. • Assists the Sales team as needed.	Corporate Partners Director • Sells Royals sponsorships to other businesses. • Negotiates sponsorship contracts. • Collaborates with CFO to collect sponsorship payments. • Maintains sponsorship signage.
Sales Director • Identifies a promo plan to sell Royals merchandise. • Sells merchandise to Royals fans.	Sales Manager • Helps identify a promo plan to sell Royals merchandise. • Helps sell merchandise to Royals fans. • Assists sales director.

CEO - Processes business loan applications & monitors repayments. - Delivers speeches at town meetings. - Meets with other business leaders. - Makes decisions with input from others. - Supervises employees & business operations. - Fills in for others on break & assists employees as needed.	CFO - Manages payroll. - Submits business loan & makes loan repayments. - Pays business expenses. - Deposits business income. - Assists with other business duties when teammates are on break.
Member Service Coach 1, 2, 3, & 4 - Deposits paychecks & accepts personal deposits. - Disburses cash to customers. - Records customer personal account transactions. - Assists financial well-being coaches in urging customers to open high interest savings accounts.	Financial Well-Being Coach 1 & 2 - Assists member service coaches in depositing paychecks & accepting personal deposits. - Transfers funds to customer high interest savings accounts. - Records customer savings account transactions. - Leads customers through savings activity.

Chancellor (CEO)

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CFO

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- Pays business expenses.
- Deposits business income.
- Assists with other business duties when teammates are on break.

Admissions Counselor

- Greets students and helps them choose a class.
- Collects payment for class.
- Assists students in starting classes.
- Gives out certificates and rewards when students complete classes.

Faculty Member

- Assists students completing classes.
- Informs admissions counselor when classes are finished.
- Assists admissions counselor during busy periods.

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Architect • Chooses materials to use to build a building. • Works with the estimator to establish a project budget. • Works with teammates on a building project.	Estimator • Determines the cost of a project based on selected materials. • Solves math equations to determine a budget. • Works with teammates on a building project.
Customer Solutions Specialist • Sells construction projects to other businesses. • Works with the superintendent to ensure projects are completed on time. • Assists superintendent & workers with completion of project.	Superintendent • Leads construction projects. • Meets with storefronts to ensure satisfaction. • Keeps JE Dunn projects running according to timeline.

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Patient Access Representative • Greets patients & checks them in. • Collects payment for wellness visits. • Directs patients to the proper area to receive care.	Nurse 1 & 2 • Assesses patients by checking their height, temperature, & pulse. • Records patient health information on their chart. • Discusses patient information with pediatrician.
Pediatrician 1 & 2 • Assesses patients. • Provides guidance to patients. • Charts patient data.	Researcher • Creates a lung model. • Demonstrates how asthma affects the lungs. • Educates Children's Mercy visitors.
Child Life Specialist • Prepares patients for wellness visits. • Helps patients feel comfortable in a medical setting. • Collaborates with the rest of the medical team.	Community Health Worker • Assesses businesses for allergens & contaminants. • Helps businesses reduce exposure. • Makes recommendations to businesses.

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Inspector • Inspects product once it has been manufactured. • Ensures product meets quality standards. • Tests product to ensure it works properly and is ready to be sold. • Puts a sticker on products that have passed inspection.	Product Engineer • Disassembles products. • Checks products for defects and parts that are broken or missing. • Sorts defective product from good product. • Separates product parts into bins and prepares for the manufacturing process.
Technician • Checks product parts. • Sets aside product that does not work. • Reassembles products and prepares them for sale.	Sales Director • Assists customers. • Processes sales. • Helps with product manufacturing.

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Director of Development • Sells VIP seating to individual donors. • Partners with businesses to sponsor Kauffman Center performances. • Sets goals with the rest of the team.	Ticket Office Manager • Sells tickets to Kauffman Center performances. • Tracks sales with Director of Development and Marketing.
Production Manager • Prepares the theater for performances. • Greets performer and assists with rehearsal. • Runs lighting and sound during performances.	Performer 1 & 2 • Reads a script and dresses in costume. • Rehearses with production manager. • Performs show(s) in front of JA BizTown citizens who purchase tickets.
Director of Marketing • Develops a marketing plan. • Monitors ticket sales. • Delivers a curtain speech before each performance. • Administers a Kauffman Center Brand Survey.	Patron Services Manager • Welcomes patrons when they come to shows. • Takes tickets. • Passes out show programs. • Shows patrons to seats for the show.

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Data Center Manager • Helps build a data server rack. • Checks maintenance logs to ensure the data center is running smoothly. • Works with the rest of the team to keep data secure.	VP of Sales • Greets visitors. • Sells QTS merchandise to customers. • Sends server maintenance bills to each business.
Head of Security • Leads a password creation game for customers. • Conducts security checks to ensure the data center is secure. • Ensures all people check into the data center appropriately.	Utility Manager • Learns about & educates others on data center power sources. • Budgets power for the data center to keep it running. • Assists other positions as needed.

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Cashier 1 & 2 • Greets customers. • Assists customers in making purchases. • Answers customer questions. • Processes transactions. • Keeps workstation clean, organized, and presentable for customers.	General Manager • Assists with product setup/display. • Keeps supplies stocked. • Wipes down tables and chairs. • Ensures café space is clean & inviting during the lunch hour. • Assists with product packaging.
Head of Culinary • Assists with product setup/display. • Assists customers in making purchases & packages products. • Determines how much product to make with General Manager. • Experiments with new recipes.	Catering Manager • Sells bulk orders to businesses. • Delivers orders to customers. • Assists with business operations.

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Interpretation Manager • Writes script for animal chat using facts about the animal. • Teaches guests about animals on display. • Educates guests on how they can help conserve wildlife habitats.	Animal Care Specialist • Chooses animals for exhibits • Sets up exhibits • Prepares diets for animals • Ensures that animals are properly cared for throughout the day.
Guest Relations Manager 1. Greets customers. 2. Processes transactions. 3. Tracks zoo attendance. 4. Fills in for Guest Relations Associate on break & assists as needed.	Guest Relations Associate • Greets customers. • Processes transactions. • Tracks zoo attendance. • Fills in for Guest Relations Manager on break & assists others as needed.
Veterinarian • Checks animal health records. • Performs microscope work. • Issues medicine to animals. • Checks animal welfare. • Collaborates with animal care specialist to learn about animals.	