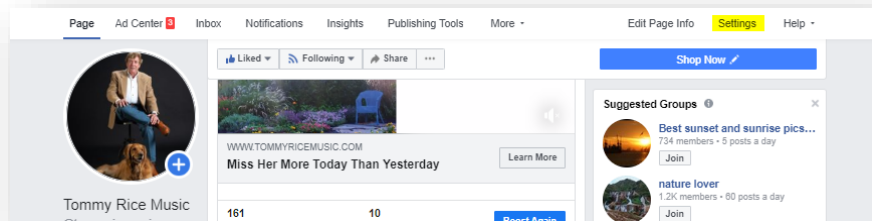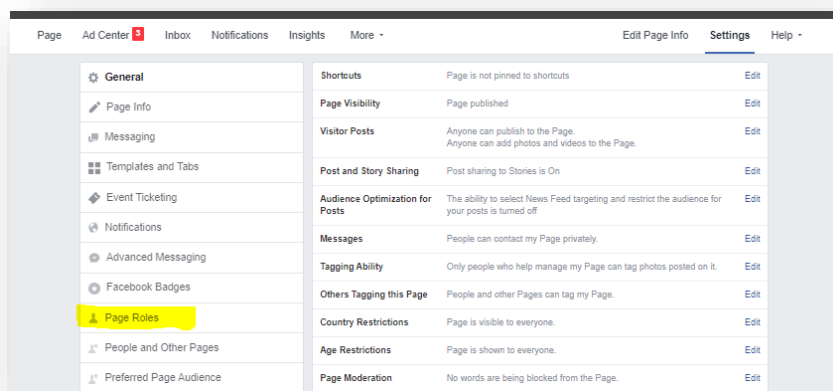1. Go to your page and click Settings

2. Click Page Roles

3. In the text box, type in the individual's profile name you wish to add(be sure to select the profile). Then on the drop-down menu to right of that, select admin. Then click "add". You will have to re-enter your Facebook password to verify.