

**STUDENT INVOLVEMENT
UNIVERSITY OF NEBRASKA-LINCOLN**

Student Involvement Content Area: SIMC

Job Title: Web Designer

Hours Per Week: 15

Position Reports to: Mike Jackson

Work Location: 200 Nebraska Union

Pay Per Hour: \$10.00

Position is available: **All year**

Basic Function: Maintain and develop the Student Involvement web-site and related web-based programs.

Student Involvement Responsibilities _____ 10%

1. Participate as an active staff member in all Student Involvement training, orientation, and staff development meetings, programs and committees.
2. Assist in the development of collaborative projects across other SI content areas whenever possible.
3. Assist in the development of collaborative projects with other campus offices/ departments/divisions as opportunities arise to help achieve the goals and mission of Student Involvement.
4. Assist students and other customers of Student Involvement as needed.

Content Area Responsibilities _____ 90%

1. Update web page graphics on a bi-weekly basis.
2. Work with Database Manager to create data functionality within web-based forms.
3. Design, produce and upload Flash and other multimedia promotions for SI programs and events.
4. Maintain an archive of web and multimedia projects.
5. Work within a team setting to create web-based promotional materials that are effective for college students.

Special Qualifications:

1. Proficiency in HTML, CSS, and other languages.
2. Web development tools such as Firebug, Chrome's developer tools, etc.
3. Experience with coding with and/or without Dreamweaver.
4. Working knowledge of OS X's or Linux' terminal.
5. Experience with database web programs (e.g. PHP with MySQL).
6. Experience developing effective user interfaces.
7. Ability to work with a team and communicate with non-technical people as needed.
8. Experience with web-based graphic design, navigation, and interactivity.

Content Area Responsibilities: 90%

1. Update static web content on various websites related to Student Involvement using Drupal CMS.
2. Upload Flash and other multimedia promotions for SI programs and events.
3. Maintain an archive of web and multimedia projects.

Ideal Qualifications:

1. Proficiency in HTML, CSS.
2. Experience in web design and Adobe Flash.
3. Ability to communicate with non-technical people.
4. Knowledge of a Content Management System (CMS) is a plus.
5. Knowledge of relational databases and Javascript is a plus.