

Job Title: Website/App Developer

Department: Technical Arts

The following statements are intended to describe the general nature and level of work being performed. They are not intended to be an exhaustive list of all skills, responsibilities, and duties required of the position.

Position Summary

The CCCV Website/App Developer will maintain, structure, and modify church website(s) and app, from layout to function according to church/pastoral needs.

Responsibilities and Duties

- Maintain and improve existing website and app
- Ensure website functionality across multiple platforms
- Gather analytics and prepare monthly statistic reports
- Frequent testing and debugging
- Upload and manage web/app content
- Oversee archiving process

Qualification Requirements

- Knowledge in HTML, CSS, and Javascript
- Experienced in Wordpress/Subsplash
- Knowledge in FTP Servers
- Proficient in Microsoft Office programs
- Computer hardware/software troubleshooting skills
- Excellent analytical and multitasking skills
- Ability to clearly translate technical jargon to staff members

Education and Training

Any combination of education and training which demonstrates the ability to perform the duties and responsibilities as described. A typical qualifying background would include work experience with Front End development. High School Diploma Required, minimum Associates Degree preferred.

Time Commitment

20-25 hours per week, part time