PLEASE GIVE THE APPROPRIATE PUBLICITY TO THE FOLLOWING VACANCY

WEB PRODUCER
PROGRAMMER ANALYST

MIMINUM QUALIFICATIONS:

1. Associates Degree including successful completion of formal technology classes.
2. Very personable—enjoys working with people—this job is process-oriented and entails working with people at all levels of the organization to achieve the best results for our web presence.
3. Day-to-day operational experience running the website for a large organization, including troubleshooting issues with the site; setting up permissions and roles; set up content storage (including video); keeping site content current, and answering webmaster mail.
4. Experience leading the efforts of a large team of content providers, including training and assisting/supporting content team members and creating documentation.
5. Experience in planning, delivering, and maintaining a web Content Management System (CMS) used across multiple organizational units including system management, security, configuration, template creation.
6. Willingness and ability to implement processes across the enterprise in a highly consistent manner.
7. A solid understanding of web application development processes, from the layout/user interface to relational database structures.
8. Extensive experience with a web scripting program such as PHP, Coldfusion or ASP.Net.
9. Strong understanding of user interfaces, cross-browser compatibility, general web functions and web standards.
10. Willingness to work non-standard working hours as needed.
11. Must pass criminal background check as required by School Safety Legislation.

DESIRABLE QUALIFICATIONS:

1. Bachelor's Degree in Computer Science or related field.
2. Working knowledge of WordPress, Dreamweaver, Photoshop, FrontPage and Edublog.
3. Experience with a Cascading Style Sheets (CSS) framework such as Bootstrap.
4. Experience training others to provide page updates and information refreshes for web publishing.
5. Experience with XML and XSLT, JavaScript, .Net, TFS, C#
6. Understanding the benefits of Search Engine Optimization (SEO) and the development skills to support SEO.
7. Experience working with an online course registration system.
8. Experience running an Intranet site.
9. Working knowledge of the requirements of Section 508 of the Americans with Disabilities Act as related to websites—development, testing and monitoring.
10. Working knowledge of Google Analytics or other web analysis tools to analyze visits to site.

RESPONSIBILITIES SHALL INCLUDE BUT NOT BE LIMITED TO:

1. Maintain existing sites and web applications, including the web Content Management System (CMS) used across multiple organizational units.
2. Develop and maintain robust and user-friendly web applications as requested by various colleagues throughout the organization and the Macomb County School District, including design and creation of relational databases.
3. Accomplish web project objectives by establishing project scope; designing and delivering solutions, and leading team members.
4. Assure quality web solutions by developing and completing test plans and maintaining project and technical documentation.
5. Develop web solutions by specifications/requirements gathering, formulating objectives; planning project life-cycle deliverables and resource availability and application; preparing installation and modification specifications, and leading the exploration, evaluation and design of technical solutions.
6. Provide assistance to the web content provider team, including training, support and documentation.
7. Set up permissions/roles for the web team and answer/direct webmaster email.
8. Perform key work research in coordination with objectives to optimize existing content and uncover new opportunities.
9. Provide SEO analysis and recommendations in coordination with elements and structure of websites and web pages.
10. Perform emergency updates to site as needed.
11. Coordinate with other web systems connected with our site, such as the job application system and the online course registration system—act as contact person for any issues and research alternative systems as needed.
12. Perform all other duties as appropriate and determined by supervisor or administrator.

WORK YEAR: Year round position

SALARY: See salary schedule of AFSCME Data Technicians Bargaining Agreement
              Minimum:

STARTING DATE: January 2023

APPLY ONLINE AT: www.misd.net . Applications will be received online through _____ or until the position is filled.

DIRECT INQUIRIES TO:

Mr. David Rilley, Assistant Superintendent for Human Resources and Operations
Macomb Intermediate School District
44001 Garfield Road, Clinton Township, MI 48038-1100
586.228.3311

The Macomb Intermediate School District is an equal opportunity employer and is in compliance with all state and federal non-discrimination laws and regulations including the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act. Applicants seeking employment

may request reasonable accommodation under ADA and may be subject to post-offer physical examination and background check with the Michigan State Police Department.