



Job Specification – Website Developer

Role

You will be in charge of developing and maintaining the IAS website

Job Description

- Day-to-day maintenance of IAS website
- Develop a more interactive website
- To upload photos, audio recordings and transcripts to Society website and to file out to media if requested
- To update society website regarding upcoming events at a suitable date prior to the event
- To work with the PR team to maximise exposure of Society website
- To ensure members' log in area is safe and working in proper order
- To liaise with the Union regarding website maintenance and other business
- Meeting attendance is not compulsory
- Fulfil Committee Code of Conduct

Experience and Skills

- Knowledge of website editing is essential
- Computer Science students would be particularly suited