



Helping People Move From Where They Are To Where God Wants Them To Be

WEB DEVELOPER

Campus: Olson Farms

Schedule: Monday - Friday

I. Summary of the Position:

Responsible for the web presence of ITOWN Church with a “continuous improvement” ideology. This technical, creative position requires a keen eye for details, design, and composition as well as an imaginative mind driven to develop and maintain your specialty knowledge and skill set.

II. Experience and Knowledge Required:

- Two (2) years of college or equivalent combination of education and experience
- Proven experience as a web designer/web developer
- Detail oriented with excellent organizational skills
- Self-motivated with the ability to work independently and as part of a team
- Technical and intellectual task-based focus with ability to prioritize, multi-task and meet deadlines
- Proficient in Adobe Photoshop; Illustrator experience is a plus
- Significant CSS experience is a must
- Proficient in WordPress, HTML5, and other relevant, up-to-date Internet standards

III. Essential Functions and Responsibilities:

- Provide user-centered design expertise from concept to delivery
- Adapt to design & advertising tactics with knowledge of the latest in digital marketing trends and software
- Design web page components that are informative and consistent with the ITOWN brand.
- Work closely with creative team and leadership to understand the strategic marketing goals to apply them to a site design and UX
- Bring well thought-out ideas to creative team and leadership to improve existing processes
- Set personal and team goals with a work ethic to meet or exceed them
- Manage & prioritize multiple projects with differing timelines simultaneously through to completion
- Engaging in long-term creative planning

IV. **Other Duties and Responsibilities:**

- Regularly communicate with the creative team for status updates on pending projects, and engage in weekly follow-up discussions to get feedback for final products
- Assist other ITOWN departments with web needs
- During non-business hours, he or she should be available for occasional emergency work
- Other duties as assigned

V. **Attributes:**

- Life-giving spirit and attitude
- Driven to pursue excellence
- Creative mindset
- Out-of-the-box thinker
- Task-oriented
- Demonstrate loyalty to the vision of the team and church
- Must embrace the vision of ITOWN to fulfill the Great Commission with integrity and passion
- Heart of a servant
- High-capacity, multi-tasking individual who is comfortable working independently without constant supervision while also being able to work as a team player
- Strong written/oral communication and interpersonal skills

VI. **Extent of Personal Contact:**

- Routine contact with ITOWN staff and volunteers
- Routine contact with outside vendors

VII. **Physical Demands:**

- Sitting for long periods of time
- Must be able to drive personal vehicle or an ITOWN vehicle

VIII. **Supervisory Responsibilities:**

- N/A