Inner-City Muslim Action Network
Job Description

Looking For: **Website Developer**
Reports To: **Director of Community Relations**
Department: **Communications**

Summary:

The Website Developer will be responsible for building IMAN's new organizational website. This project includes, but is not limited to: collaborative planning meetings, digital graphic design, HTML/CSS coding and training relevant staff on website management.

Essential Job Duties:

- Participate in planning meetings, conference calls and other preparation sessions.
- Smoothly integrate donation and data collection tools into website design.
- Fully integrate ATHENA Electronic Medical Records system into website design.
- Fully integrate Search Engine Optimization and social media connectivity into the website's structure.
- Install industry-standard web security measures to protect the IMAN website.
- Work with Wordpress (or a similar Content Management System), and train relevant staff on website maintenance, updates, etc.
- Lead or assist development of visually appealing website design elements.

Qualifications:

- Bachelor's Degree in Computer Technology, Web Development, or similar fields is preferred
- 3+ years of experience in website coding, development and/or design
- Knowledge of and/or experience with donor data management systems; experience with eTapestry a plus

- Proficient in HTML and/or CSS coding
- Working knowledge of industry-standard SEO practices
- Working knowledge of industry-standard web security practices
- Ability to work independently and as a team member
- Excellent organizational, time management and follow-through skills. Ability to work independently and willingness to be a part of a team
- Commitment to IMAN's core values, including experience working with diverse ethnic, religious, and racial communities

For more information, please contact Alia Bilal, Director of Community Relations, at alia@imancentral.org