



## Women CyberSecurity Society (WCS2)

Job Description: **Technical Website Developer**  
Type: Volunteer / Unpaid  
Reports to: CEO / Director of Operations

Location: Remote  
Start Date: June 15, 2023  
Weekly Hours: 5-10

### Position Overview:

The Women CyberSecurity Society is seeking a highly motivated and skilled **Technical Website Developer** to join our team as a remote volunteer. This role will play a crucial role in creating and maintaining our organization's websites, ensuring a seamless user experience and engaging content for our community of members as directed by the leadership team.

### Responsibilities:

- 1. Website Development:** Collaborate with the Marketing and Communications team to design, develop, and maintain the Women CyberSecurity Society's website using platforms such as WordPress, GoDaddy Builder, and other relevant tools.
- 2. Content Development:** Create and update website content, including written copy, images, videos, and other media, to ensure the website remains current, informative, and visually appealing.
- 3. User Experience Enhancement:** Continuously improve the user experience of the website by implementing user-friendly navigation, responsive design, and intuitive features.
- 4. Technical Troubleshooting:** Identify and resolve website issues, including bugs, broken links, and compatibility problems across various browsers and devices.
- 5. SEO Optimization:** Minimal optimization of website content and structure for search engine visibility, implementing best practices for on-page optimization, keyword research, and meta tags. Make work with SEO-SEM lead.
- 6. Performance Monitoring:** Track and analyze website performance metrics, such as page load speed, bounce rate, and user engagement, using tools like Google Analytics.

**7. Security and Maintenance:** Regularly update and maintain the website's security, backup data, and ensure plugins, themes, and other components are up to date.

**8. Collaboration and Communication:** Coordinate with cross-functional teams, including Marketing, Design, and Content, to align website development efforts with organizational goals and campaigns.

**9. Documentation:** Document website development processes, guidelines, and best practices to ensure knowledge transfer and continuity within the organization.

### Requirements

- ★ Strong experience in website development, including proficiency in WordPress and GoDaddy Builder.
- ★ Familiarity with web development languages such as HTML, CSS, JavaScript, and PHP.
- ★ Demonstrated ability to create visually appealing and user-friendly website designs.
- ★ Experience with content development and management systems.
- ★ Knowledge of search engine optimization (SEO) best practices.
- ★ Proficient in troubleshooting and resolving technical issues.
- ★ Strong attention to detail and ability to deliver high-quality work within deadlines.
- ★ Excellent communication and collaboration skills.
- ★ Passion for promoting women in the field of cybersecurity and supporting nonprofit organizations.

Note: This is a volunteer role, and no financial compensation will be provided. However, you will have the opportunity to make a meaningful impact on the Women CyberSecurity Society's mission and collaborate with a dedicated team of professionals in a remote setting. Some training will be provided, and there are many other benefits to volunteering.

If you are interested in applying for this role, please submit your resume and a portfolio showcasing your website development projects to [volunteer@womencybersecuritysociety.org](mailto:volunteer@womencybersecuritysociety.org). We thank all applicants for their interest, but only those selected for an interview will be contacted.