Web Developer/Programmer  
_UVC-TV19_  
*Job Description*

**Overview**  
The Web Developer/Programmer’s responsibilities include development and maintenance of the UVC-TV19 web site, scheduling weekly programming on campus channel 19, and maintaining records of the UVC library.

**Responsibilities**  
- Create, update, and maintain the UVC-TV 19 website  
- Works in collaboration with UVC-TV 19 staff to create content for the website  
- Assist staff in maintaining UVC-TV 19’s databases  
- Maintains archives of UVC-TV 19’s programs  
- Troubleshoots and maintains operation of Nexus playback system  
- Attendance at all mandatory UVC meetings and events

**Other Duties**  
Provide technical and administrative support to UVC members: reserve equipment and studio time; check equipment in and out; answer questions and provide assistance to members; other duties as assigned.

**Skills**  
- Familiarity with Windows, Linux and OS X systems  
- Knowledge of Drupal 7 and Drupal theme and module development  
- Knowledge of PHP/MySQL, HTML, CSS, and JavaScript  
- Ability to design, schedule, and carry out projects and improvements  
- Ability to independently learn and apply new skills that projects may require  
- Ability to work independently as well as with others  
- Organizational and leadership skills  
- Ability to keep accurate records

**Supervision**  
Works independently on-site under the supervision of the Advisor and the Station Manager.

**SCHEDULE & HOURS**  
- 10 hours per week, flexible days (mandatory meeting Monday 5:00-6:30 p.m.)

**WORKSTUDY OR NON-WORKSTUDY**