



# Volunteer Website Developer

## Job Overview

DC Coding Association is a dynamic and growing nonprofit organization dedicated to providing free, high-quality coding education to underserved communities. We aim to bridge the digital divide by empowering individuals with the skills and knowledge needed to succeed in today's technology-driven world. Our programs include weekly coding classes, workshops, and community events designed to foster a love for technology and innovation. For more information, please visit <https://dccoding.ca>.

The Volunteer Website Developer will manage all aspects of our website development and maintenance, ensuring a user-friendly and visually appealing online presence. This role involves designing, coding, and revising our website according to the organization's specifications. The Website Developer will work closely with the leadership team to ensure the website aligns with our mission and values. This is an online volunteer position offering an excellent opportunity to contribute to a meaningful cause and gain valuable experience. The Volunteer Website Developer will report directly to the Executive Director.

**Position Type:** Online

## Qualifications

- Currently enrolled in a university program, preferably in Computer Science, Web Development, or a related field. Alternatively, have equivalent experience and passion.
- Preferably have experience in website development and maintenance.
- Strong knowledge of HTML, CSS, JavaScript, and other web development languages is an asset.
- Excellent communication, interpersonal, and organizational skills.
- Proficiency in Google Workspace and Microsoft Office is an asset.
- Passionate about the mission of DC Coding and committed to making a positive impact.
- Ability to work collaboratively with a diverse team.
- Strong problem-solving skills and attention to detail.
- High level of integrity and professionalism.

## Responsibilities

- **Website Design:** Develop and implement website design strategies, ensuring a user-friendly and visually appealing website.
- **Website Development:** Revise the current website into a new updated version.
- **Website Maintenance:** Regularly update and maintain the website, fixing any issues that arise and ensuring the site remains functional and up-to-date.
- **Content Management:** Work with the content team to ensure that all content is up-to-date and accurately reflects the organization's mission and programs.
- **User Experience (UX) and User Interface (UI):** Enhance the user experience and user interface, ensuring the website is easy to navigate and visually appealing.
- **Security:** Ensure the website is secure, implementing necessary security measures to protect against cyber threats.

**Please fill out the form to apply:**

<https://form.jotform.com/221827461784261>

Please contact [hr@dccoding.ca](mailto:hr@dccoding.ca) for any questions.

We are looking forward to working with you!