UFIT Academic Technology
Web Assistant Internship

Hiring Manager Name & Title: Kimbley Standifer, Asst. Director – Center for Instructional Technology and Training
Unit: UFIT Web Services
Title of Internship: Web Assistant

Brief Description of Internship (please include physical location of the job):
Individual will assist web designers with creating visually appealing websites and use web accessibility tools to proof, detect and correct errors in web content.

Specific Duties:
- Review web content and use accessibility tools to create websites that are ADA compliant
- Edit websites in web content management system using HTML and CSS
- Ability to deliver quality customer service

Hours Per Week: 10 -15 hours per week

Hourly Rate: $12.00/hour

Work Location: HUB 221

Qualifications Needed:
- Ability to work with various teams
- Great communication skills
- Knowledge of web programming languages such as HTML and CSS

Learning Objectives:
By the end of the internship the student will be:
- Able to create accessible websites
- Be familiar with web content management systems supported by UFIT
- Use SiteImprove to identify and address accessibility issues on the web.
- Demonstrate openness, inclusiveness, sensitivity, and the ability to interact respectfully with all people and understand individuals’ differences to communicate complicated or technical ideas to a broad group of people
- Develop an understanding of career field of interest, including the skills, responsibilities, and career trajectory of professionals; specifically, by creating and editing web content