



# VOLUNTEER, WEBSITE

DIGITAL ALBERTA

*February 1, 2021 · Alberta (Remote) · 5-10 hours/month*

## **Opportunity**

Digital Alberta is looking for website volunteers who have a passion for web design, UX and development. This volunteer will support the needs of Digital Alberta's website, as well as member directory, enabling them to become vital resources for experts in the province's digital sector. You will be working alongside members of Alberta's technology, gaming, marketing, and start-up industries, with the chance to gain connections and experience as you navigate your career in digital.

## **Roles**

Working alongside the Digital Alberta Website Committee, while collaborating with the Communications and Membership Committee, the Website Volunteer will support any or all of the following tasks:

- Create and coordinate new features and elements of the website.
- Support ongoing maintenance and security updates.
- Recommend intuitive website architecture and navigation for ease of use.
- Support search engine optimization (SEO).
- Monitor and report on web analytics.

## **Skills & Knowledge**

- Ability to work collaboratively
- Strong analytical and problem-solving skills
- Awareness of new technologies and technical issues related to web development
- Experience working with Adobe Creative Suite, WordPress
- Experience with HTML/CSS

## **Application Process**

Fill out the form with a brief explanation on why you'd like to volunteer for Digital Alberta, and which role(s) you would be interested in taking on.

We understand you're busy with school or work, which is why this is a very flexible opportunity.