

Job Opportunity



Competitive

Position: Jr. Webmaster

Job Vacancy Notice#: RC-23-08

Location: The Rock Church

Salary Range: Negotiable Depending on Experience

Employment Category: Regular Full-Time, Exempt

Opening Date: 18 July 2008

Closing Date: 25 July 2008

Area of Consideration: All areas.

Brief Description of Major Duties: Under the general direction of the eRock Webdeveloper, the Webmaster is responsible for maintaining web content and providing support and training for Rock staff and ministry leaders. Will also assist in the design and enhancement of websites to ensure optimum functionality and that the mission of the Rock is clearly communicated to all online visitors.

Qualifications & Requirements: Provides web support and training to 100+ staff members and 60+ ministry leaders. Maintains web content across multiple websites and various electronic channels. Assists in the design and development of new websites, and supporting web components (i.e. HTML e-newsletters, various graphic pieces, Flash and AJAX components, etc). Works closely with the eRock Web Developer to envision and build technical solutions to business problems. Analyzes and reports on website metrics, recommends and implements strategies (marketing plans including areas of SEO, social networking, blogging, etc) to increase web traffic and maximize website impact. Collaborates with Production team to distribute audio and video products through various online channels (i.e. YouTube, iTunes, social networks, etc). Measure and report on effectiveness.

The above summary of duties represents the major tasks and duties. This is not intended to be an exhaustive list of all responsibilities. Therefore, the individual may perform other related tasks under the direction of the eRock Web Developer.

Christ-centered behavior, i.e., treating people with dignity, respect, compassion and integrity at all times. Pleasant personality (i.e., speaking to people on the phone, visitors and staff). Highly skilled in Adobe Photoshop, HTML, and CSS. 3 – 5 years experience using Linux, Apache, MySQL, PHP, AJAX (Javascript), DNS, object oriented programming, MVC, Subversion, Apache mod_rewrite, regular expressions, VMWare, and Adobe Flash. Thorough knowledge of Google Docs, Google Analytics and Google AdWords. Proven website management experience required. Demonstrated ability to work well under short deadlines, manage multiple priorities, recognize and respond to urgent requests, and quickly adjust to changing priorities. Must be self-motivated and able to take a task or project through completion. Strong attention to detail and accuracy, including excellence in oral and written communications. Ability to recognize and maintain confidentiality as appropriate. Self-motivated and flexible with strong organizational skills. Ability to work independently or in a team-oriented environment. Regular involvement in the Rock Church activities and events. Signed acknowledgement of the Rock Church Statement of Faith. Adheres to policies and procedures as stated in the Rock Church employee handbook. Regular attendee of a Rock weekend service. Member of the Rock Church A.R.M.Y.

To be considered for this position, outside applicants are required to complete Application for Employment; in-house applicants are to submit an updated resume. Employee's performance and attendance record will be taken into consideration at the time of the selection process. Selection for an interview does not guarantee promotion or appointment to the position. As part of the employment process, The Rock Church may obtain a Criminal Record Check.

The Rock Church provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify Human Resources. The decision on granting reasonable accommodation will be on a case-by-case basis.

Full consideration will be given to all qualified applicants without regard to race, sex, color, age, physical handicap, or national origin. As a Christ-oriented, Bible-believing organization, The Rock Church does reserve the right to exercise preference on the basis of religion in all of its employment decisions.

To apply please visit the website at www.therocksandiego.org and fill out the application. Email application and resume to hr@therocksandiego.org . Or mail application and resume to 2277 Rosecrans, San Diego CA 92106, Attn: Human Resources. All mailed applications must be received by the closing date to be considered for the position.