Web Developer – Student Staff
Role Profile

The SUSU's vision is that **every student loves their time at Southampton**.
Your role in this vision is described below.

Main Purpose of Role:

1) To update and develop front-end solutions for our websites
2) Improve user experience and functionality for all our systems
3) To develop and support our back-end platforms

Responsible to: Digital Lead
Responsible for: N/A
Grade: Student Staff – Rate 3

Main Duties of the Role

To update and develop front-end solutions for our website
- Support SUSU in all front-end development needs, as well as any larger development projects
- Work with Marketing team to develop a clear briefing process for the delivery of all front-end website updates and changes which you will then carry out.
- Project manage delivery of larger projects that you may be asked to undertake ensuring deadlines are achieved
- Produce specifications and timescales for project delivery, clearly communicating & explaining technical concepts when needed
- Review existing website and systems regularly, identify enhancements & updates, in collaboration with end users and system owners
- Provide your technical expertise when asked – supporting the wider SUSU commitment to digital innovation

Improve user experience and functionality of systems
- In collaboration with SUSU's digital team help develop technical documentation and support guides for SUSU digital systems.
- Assist in deploying and reviewing analytics and other feedback mechanisms to identify and resolve issues, and gather user feedback
- Use your technical capabilities to help develop and expand our front and back-end systems to improve functionality and user experience.
- Advise and carryout implementation of security and data protection to secure the personal data of users.

To develop and support our back-end CRM platforms

- Provide an in-house support function as a first line response to any technical problems or issues that arise
- Deliver day-to-day maintenance tasks of our digital infrastructure and website, including backup provision.
- Maintain and develop new features to the SUSU digital system
- Liaise with our external platform provider when needed to provide in-house technical support
- Work with the Marketing department to create reports from our data warehouse

Contribute to the overall effectiveness of SUSU by

- Developing and maintaining relationships with key internal and external stakeholders
- Participating in and driving personal learning and development
- Attending all meetings and training events, as required
- Ensuring that statutory and legal obligations are met
- Supporting the implementation of SUSU Strategy, promoting our aims and values through the goals of the departments Operational Plan
- Promoting the Union's various policies within your work, in particular Health & Safety, Equality & Diversity and Ethical & Environmental
- Contributing to the positive image of SUSU with students, University and the local community working with the team to ensure a full service is provided at all times, providing cover as necessary
- Ensuring personal knowledge and skills are updated to ensure effectiveness in meeting work objectives
- Completing such other duties as may be reasonably prescribed by SUSU, appropriate to the grade and responsibilities of the post

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Role Specification

We have described below the range of experience, qualifications, knowledge, skills and attributes we are looking for. We will use this to manage our selection process and also to identify any training and development needs once in post.

KEY/QUALIFICATIONS/EXPERIENCE REQUIRED	ESSENTIAL	DESIRABLE
Working towards a degree level qualification (IT, computer science, programming, software engineering)		X
Experience of using back-end web programming languages (specifically PHP, JavaScript, HTML/CSS), including jQuery & Bootstrap	X	
Experience/An understanding of integrating external APIs and 3rd party systems		X
Experience of database technologies (specifically MySQL/MariaDB)	X	
Experience of working with PHP frameworks such as Laravel or CakePHP and MVC approach to programming	X	
Experience of configuring DNS & website domains, including SSL certificates		X
Experience in delivering projects and project management principles	X	
Experience of using frontend framework such as vue.js		X
Working with a complex CRM system supporting all functionality of the system		X
Experience of working with a range of IT systems	X	
Experience of collaborating, developing, and using git version control and unit testing	X	
An understanding of how to document systems and develop user guides		X
A starting knowledge of best practice within IT systems		X
An understanding of accessibility and security compliance, including OWASP		X
Excellent communication skills	X	
Excellent organisational skills	X	

SUSU
Southampton University Students' Union

Our Values

As an organisation, our values underpin our work and guide what we live by in order to achieve our mission:

Stand Strong

We stand up for students and make sure their voice is heard.

We stand strong when facing challenges and are not afraid to be different. We think big and work to achieve great things.

Join Together

We are an inclusive and diverse community of students and staff

We join together with each other, the University, and the local community to make a positive difference.

Take Responsibility

We take action on the issues that matter to students and act with integrity.

We continually work to be more sustainable, challenge discrimination and prejudice. We strive to be a force for good for students and wider society.