Our innovative and growing company is searching for experienced candidates for the position of webmaster. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for webmaster

- Analysis and classification of existing content and identify content gaps
- Create information architecture scheme for new content and functionality
- Design and execute new website features, overall design guidelines, template protocols
- Select efficient technological solutions
- Development and maintenance of the web site's visual appearance to ensure a consistent compelling branded experience for users
- Plan and implement ongoing updates and or new additions/updates
- Establish protocols for collaborative content and resource development from other providers – both within the working group and for the outside community
- Interact with outside vendors for integration of back-end database driven solutions as necessary
- End user usability testing
- Train HipHop Archive staff on use of new features, if necessary

Qualifications for webmaster

- Advanced in website content management, HTML, SEO and marketing analytics, WordPress experience mandatory
- Detail-oriented, curious and self-motivated
- A team-oriented and professional demeanor
- BS/BA in Computer Science or equivalent degree