BLUE DEVIL PRODUCTIONS
MUSIC // COMEDY // FILMS

Web Development Director

Blue Devil Productions mission is to enhance campus life and student engagement by bringing live music, comedy, and films to UW-Stout's campus. The Web Development Director is a paid position on the Blue Devil Productions Executive Board and is responsible for designing and maintaining all Blue Devil Production website activity and developing microsites for large shows and Homecoming.

Position Responsibilities
- Maintain Blue Devil Productions website in accordance with University Policies regarding student organization websites.
- Implement content such as images, web links, and any other valuable information to the Blue Devil Production website.
- Keep records updated on website for upcoming and past events.
- Execute, design, and develop microsites for large shows and Homecoming.
- Manage website accessibility such as providing alt text and ensuring proper color contrast using accessibility tools.
- Maintain the organizational structure of the website, including file systems and code, to ensure a smooth transition between directors.
- Develop and monitor a system of tracking web traffic with the use of Google Analytics.
- Maintain poster archives on the Blue Devil Productions website.

Required Skills
- HTML and CSS
- Adobe Dreamweaver (or equivalent)

Desired Skills
- Completed relevant coursework such as DES-325, CS-248 or DMT-275
- Basics of PHP, JavaScript, and jQuery
- Photoshop or Illustrator
- Ability to show initiative and independence in work
- Possess originality, creative thinking

Time Commitment
- Average of 10-15 hours a week including approximately:
  - 3 hours of meetings including, general member meetings, executive board meetings, and one-on-one meetings with Executive Producer/Advisor
  - 3-7 hours assisting with weekly events
  - Minimum of 5 scheduled office hours to be held in the Blue Devil Productions office
- Evening and weekend hours are to be expected
- Student employees cannot exceed 25 hours a week for all on campus jobs per UW System policy