



Cañada College □ College of San Mateo □ Skyline College

GENERIC POSITION DESCRIPTION

WEB ACCESSIBILITY PROGRAMMER

A Classified Position
Grade 37 –Salary Schedule 60

A. General Statement

Under direction, the Web Accessibility Programmer position performs technical work involved in the design, development and implementation of accessible web-based applications and provides support for all 3 Colleges and the District related to the implementation of Universal Design (Accessibility) into instruction. This position is responsible for ensuring compliance with web accessibility, assisting College and District staff in making web content more accessible to users with disabilities. The position evaluates, develops and implements a variety of moderately difficult web programs and systems, and analyzes web program problems to develop resolutions. Public contact is extensive and can include students, staff, other educational institutions, community and business representatives, governmental agencies and the general public, for the purpose of exchanging program information and services. A high degree of independent judgment, technical skills and creativity is required to adequately represent the college and program, to serve as a technical resource for the program, and to design original program components and services. Consequences of errors in judgment can be costly in public relations and in employee time; however, management controls limit the risk of more serious consequences. The Web Accessibility Programmer can train and lead the work of other clerical staff and student assistants as assigned.

B. Duties & Responsibilities

The duties below are representative of the duties of the classification and are not intended to cover all of the duties performed by the incumbent(s) of any particular position. The omission of specific statements of duties does not exclude them from the position if the scope of work is similar, related, or a logical assignment to this classification.

1. Evaluates College web sites and applications for accessibility compliance and coordinates with College Instructional Designers, Instructional Technologists, College Web Developers and District ITS staff to resolve issues.
2. Provides web accessibility training, technical assistance and support to College webmasters
3. Chairs the Web Accessibility Taskforce Committee, makes presentations to small and large groups at all 3 Colleges on Accessibility issues, best practices and recommendations.
4. Manages the Districtwide Accessibility website; builds a library of accessibility-related resources and resolves user submitted accessibility issues.
5. Works directly with vendors on ensuring 3rd party products meet accessibility guidelines,

gathering VPATs and finding alternative solutions if-necessary.

6. Serves as accessibility expert for District approved Learning Management System. Evaluates instructional content within Learning Management System for accessibility and compliance
7. Generates accessible content including, but not limited to, fillable PDF and web forms, properly tagging webpage images and captions videos.
8. Attends meetings, conferences and workshops to obtain current procedural and other information and participates in division and department planning activities as needed
9. Performs other duties as assigned.

C. Minimum Requirements

1. Bachelor's degree and/or equivalent work experience in related web development field
2. Ability to pick up new technologies quickly, adapt to new systems and learn independently.
3. Working knowledge of federal and state laws, policies, regulations and standards governing services for individuals with disabilities (Americans with Disabilities Act Amendment, Section 508, and Web Content Accessibility Guidelines 2.0 Level AA).
4. Experience in front-end web design, back-end web development, MVC frameworks and APIs..
5. Experience with database queries, design and development for web applications.
6. Experience with version control systems.
7. Strong experience in website technologies and good knowledge of current best practices, such as but not limited to W3C standards, ADA 508 standards and cross browser compatibility.
8. Work productively and cooperatively with others; work with and exhibit sensitivity to and understanding of the diverse racial, ethnic, disabled, sexual orientation, and cultural populations of community college students.

OR

An equivalent combination of education and experience

D. Physical/Other Requirements

This classification requires communication with individuals, small groups and large groups; work in close proximity with individuals; comparing data, and interpreting data to others; flexibility, tact and patience; manual dexterity; bending; pulling; pushing; and reaching in order to perform the essential functions.

E. Knowledge, Skills & Abilities

1. Ability to solve complex and difficult accessibility problems related to people, processes, and technology and perform a variety of specialized duties involved in identifying and suggesting potential solutions for accessibility barriers;

2. Ability to use web programming technologies such as but not limited to PHP, HTML5, CSS3 and JavaScript to develop and debug new and existing Web sites across multiple browsers and operating systems.
3. Skill in multi-tasking, prioritizing workloads, working independently and managing multiple projects in a constantly changing environment
4. Knowledge of disabilities, human relations, assistive technology devices and services. Ability to learn a wide variety of assistive technology software and devices, including but not limited to Jaws, Dragon Naturally Speaking, WebAIM WAVE, Tenon.io, uDoit, etc...
5. Ability to do research, compile data, prepare reports and making appropriate contacts.
6. Skill in establishing and maintaining respectful, sensitive communication and working relationships with people at all levels within an organization who are diverse in their cultures, language groups, and abilities
7. Skill in oral communication, including public speaking, presentations. conduct effective meetings and trainings to a diverse body of individuals.
8. Skill in written communication
9. Knowledge of FERPA and ability to maintain confidentiality.