

## Developer, Multimedia

**FLSA Status:** Non-Exempt

**Pay Grade:** 18

**Job Title ID:** 18206

**Job Series/Job Family:** Instructional Technology Series / Instructional Development Services Family

### Reports To

Manager, Multimedia Production

### Job Purpose

To provide multimedia consulting, technical support services, and project management for the ACC faculty and staff, including website development and cross-platform interactive CD-ROM's.

### Description of Duties and Tasks

*Essential duties and responsibilities include the following. Other duties may be assigned.*

#### **Required**

1. Designs and creates web pages, dynamic web content and cross-platform interactive tools using advanced authoring tools such as HTML, CS5, JavaScript, CSS, PHP, and other multimedia software applications.
2. Plans and designs technical projects and products for websites and other multimedia platforms.
3. Designs and develops technical products integrating various media, such as graphics, still images, video, audio, animation, and 3-D models.
4. Applies principles of graphic design to create appropriate and visually appealing interfaces.
5. Creates and optimizes various media file types for specific delivery environments.
6. Performs quality assurance and compatibility testing on all products prior to release.
7. Attends meetings, and serves as support resource for ACC staff on multimedia development issues.
8. Designs, develops, and delivers workshops and training to faculty and staff in the use of educational multimedia.
9. Keeps current with software and hardware advances and trends in multimedia development.
10. Provides recommendations in relation to website navigation, usability, and accessibility.
11. Works with faculty and technical support staff to conceptualize appropriate solutions based on project goals and requirements of the audience.

### Knowledge

*Must possess required knowledge and be able to explain and demonstrate, with or without reasonable accommodations, that the essential functions of the job can be performed.*

#### **Required**

- Current principles and practices of multimedia production technology and applications in an educational environment.
- Multimedia authoring software application packages and development techniques.
- Current principles and practices of multimedia design and presentation.
- Project planning and management principles.

### Skills

*Must possess required skills and be able to explain and demonstrate, with or without reasonable accommodations, that the essential functions of the job can be performed.*

#### **Required**

- Maintaining an established work schedule.

- Effectively using interpersonal and communications skills including tact and diplomacy.
- Effectively using organizational and planning skills.
- Designing and developing multimedia products that meet user requirements.
- Assessing project needs, and developing and promoting effective solutions.
- Operating and maintaining a variety of multimedia equipment safely and competently.
- Using equipment and procedures for developing multimedia projects and products.
- Assessing and prioritizing multiple tasks, projects, and demands.
- Maintaining confidentiality of work related information and materials.
- Establishing and maintaining effective working relationships

### **Computer Skills**

#### ***Required***

- Demonstrated proficiency using standard office software applications; Windows, Adobe and Macintosh graphics applications; and other multimedia software application packages.

### **Physical Requirements**

#### ***Required***

- Occasional lifting of objects up to 20 lbs.
- Subject to standing, walking, sitting, bending, reaching, kneeling, pushing and pulling
- Work is performed in classrooms and an office environment

### **Work Experience**

#### ***Required***

- Two years multimedia and web development work experience.

#### ***Preferred***

- Work experience in an educational institution. More than two years work experience with dynamic web applications and cross platform interactive tools.

### **Education**

#### ***Required***

- Associate's degree in multimedia authoring, instructional technology, or related field.

#### ***Preferred***

- Bachelor's degree in multimedia authoring, instructional technology, or related field.

### **Licenses/Certifications**

#### ***Required***

- Valid Texas driver's license.

### **Other**

#### ***Required***

- Electronic portfolio of work projects must be reviewed prior to hire.

### **Safety**

#### ***Required***

- Work safely and follow safety rules. Report unsafe working conditions and behavior. Take reasonable and prudent actions to prevent others from engaging in unsafe practices.