Position Announcement

Position: Web Programmer/Developer

Department: Marketing

Reports to: Director of Marketing

Job Summary: This is a part-time position (20-22 hours per week). This position includes the responsibilities of maintaining web-based application and inquiry forms, programming and development updates to the www.mnu.edu website, building structure for email campaigns and electronic newsletters, and other general programming duties.

Job Duties and Responsibilities:

- Assist with updated website creative for the With Purpose. enrollment campaign.
- Assist with form changes to web-based inquiries and applications.
- Develop databases for holding web content used in online forms.
- Assist with HTML drafting, deployment, tracking and planning of email campaigns.
- Assist in development of a customized e-newsletter templates.
- Interact with Director of Institutional Effectiveness to capture relevant lead information from the Banner system, and correlate it to marketing objectives/activities.
- Work with Web Communications Manager to ensure web site is easy to navigate; monitor, improve and update its performance.

Qualifications/Skills:

- Clear verbal and written communication.
- Strong interpersonal skills with the ability to work with a variety of constituents.
- Excellent attention to detail.
- Extensive PHP, HTML, SQL, CSS and Java Script knowledge.
- Experience working with a CMS (Content Management System) - preferably Joomla.
- Knowledge in writing components and modules.
- 2 years of web programming experience.
- Experience with shopping charts and payment processors.

Education and/or Experience

- College degree in computer science, web development/programming or similar field.
- Two years of web programming experience preferred.

To Apply: Send cover letter, resume and a list of 3 professional references to:
MidAmerica Nazarene University, Attn: Nancy Merimee, Director of HR
2030 E. College Way
Olathe, KS 66062
Email: hr@mnu.edu
Phone: 913-971-3427

Review of applications begins immediately and will continue until the position is filled.

MidAmerica Nazarene University is interested in reviewing applications from qualified members of traditionally underrepresented groups in America, including women and racial and ethnic minorities.