



GREEN SNEAKERS

## Web Development Intern

### *Job description*

**Objective:** Work on web development projects for GreenSneakers while learning skills related to web development or programming.

**Hours:** 40 hours per week. 8am to 5pm Monday – Friday.

**Compensation:** Internship position is compensated, and any required or necessary paperwork will be completed to provide college credits. This internship has the opportunity to develop into a full-time position in the future.

**Supervisor:** GreenSneakers Executive Director

### **Program eligibility and submission:**

- Students interested in the field of web development or programming
- Cumulative GPA of 2.0 or above
- Experience with web development software, (Dreamweaver) and Photoshop and code writing necessary
- Experience with graphic design software Adobe Creative Suite, including InDesign, Photoshop, Illustrator, etc. a plus
- Knowledge of Flash/ActionScript a plus
- Proficiency hand-coding and trouble-shooting HTML and CSS
- Knowledge of PHP or ASP a plus
- Knowledge of MySQL or data base equivalent a plus
- Proficiency with FTP applications
- Strong organizational skills and attention to detail
- Ability to work as a team or independently
- Complete application
- Two letters of recommendation
- One-page essay about what student hopes to gain from internship
- Submission of requirements for internship completion/credit



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- Interview with Executive Director and/or marketing consultant

**Job duties:**

- Prepares work to be accomplished by gathering information and materials
- Plans concept by studying information and materials
- Turns HTML/CSS static pages into functional sections of our web site
- Integrating CRM with the web
- Editing photos for web use
- Follows instructions to update web site frequently
- May require overnight or weekend travel
- Protects organization's value by keeping information confidential
- Accomplishes organization mission by completing related tasks as needed.