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| **AbilityNet Job Description** |

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| **Job Title:**  Accessibility and Usability Consultant | **Location:**  London EC2 |

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| **Job Purpose** |
| Join a dedicated team focused on delivering practical accessibility and usability consultancy for a wide range of clients across the public and private sectors.  The day-to-day work of our Digital Accessibility Services Team is varied and can range from providing in-depth auditing of web/mobile websites and applications to carrying out design, wireframe and specialist assistive technology reviews. Depending on level, our Accessibility and Usability Consultants also attend events, conduct user testing, provide training workshops and deliver seminars.  You will have an in-depth knowledge of HTML, CSS, JavaScript and the concepts of web accessibility; an up-to-date knowledge on the range of assistive tech available to people with disabilities; a flexible approach and first-class presentation skills. |

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| **Principal Accountabilities** |
| * **Accessibility audits** – review websites against WCAG guidelines * **User testing** – work with other consultants to set up, manage and give client feedback on user testing, via written reports and in person * **Consultancy** – provide a range of ad-hoc consultancy for clients which includes reviewing wireframes and visual designs for accessibility issues * **Research** – keep up-to-date on accessibility and usability trends and techniques, sharing with your team as well as researching queries for clients * **Sales support** – working alongside our Sales Team to develop and deliver client proposals along with other work as required * **Presentations** – as required present auditing and testing findings to clients and speak at relevant accessibility events * **Contributing** – share knowledge with the team; come up with ideas for new services and make suggestions for improving and developing the services we already provide. There is also scope to write articles for the AbilityNet website that are shared with our mailing list, on social media and via other methods. * **Networking** – proactively network with accessibility and usability professionals on LinkedIn and other professional networks, and at events.   To undertake any other task consistent with the scope of the post as requested by the Accessibility Manager. |

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| **Knowledge, Skills and Experience** |
| **Essential**   * Knowledge of Web Content Accessibility Guidelines (WCAG) * Knowledge of HTML, CSS and the concepts of digital accessibility * Knowledge of the principles of website design and an awareness of how accessibility and usability can enhance it * Willing to learn accessibility and usability concepts in depth * Good working knowledge of Microsoft Office and accessibility features * Self-motivated and proactive * Confident communicator with good presentational skills, excellent writing skills and good attention to detail * Good time management and organisational skills * Able to think both logically and creatively, with problem-solving skills * Be able to work independently and as part of a team * Willingness to extend yourself beyond your normal duties as required to take on additional practical tasks or responsibilities   **Desirable:**   * Degree in a design/development, usability, cognitive psychology, human computer interaction or related field * Familiarity with user-centred design methodologies * Working knowledge of assistive technologies (JAWS, Dragon, ZoomText) and Windows and OSX accessibility features * Knowledge of JavaScript * Experience of working with external clients * IAAP CPACC or CPACC and WAS certification is ideal |

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| **Person Specification** |
| * Confident individual who can work with different media with accessibility * Ability to manage diverse workload * Demonstrable problem-solving skills * Excellent time management and organisational skills * Willingness to extend themselves beyond their normal duties when required to take on additional practical tasks or responsibilities * Demonstrable effective communication skills * Ability to work independently and as part of a team * Be available to travel within the UK and outside |

This job description is not exhaustive. It merely acts as a guide and may be amended to meet the changing requirements of AbilityNet at any time after discussion with the post holder.