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| **AbilityNet Job Description** |

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| **Job Title:**Accessibility & Usability Consultant (Senior level) | **Location:**London EC2 |
| **Reporting to:**Accessibility Manager | **Department:**Accessibility Services |

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| **Job Purpose** |
| The day to day work of AbilityNet has much variation from providing in-depth consultancy of web/mobile websites and applications, wireframes, designs and software, by carrying out a combination of code reviews and testing with assistive technologies such as screen readers, to providing training workshops and seminars. You will join a dedicated team in one of our offices, focused on delivering practical accessibility and usability consultancy for a wide range of clients across the public and private sectors.You will have an in-depth knowledge of HTML, CSS and the concepts of web accessibility; knowledge of JavaScript and ideally AJAX; an up-to-date knowledge on the range of assistive technology available to people with a disability; a flexible approach and first class presentation skills.  |

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| **Accountabilities** |
| * Taking the lead and managing resources for our key projects
* Carrying out accessibility audits to WCAG 2.0 and other accessibility guidelines, such as, Section 508 and IBM software guidelines
* Provide consultancy and training on BS8878
* Present at conferences and seminars to promote accessibility and our services
* As part of the team deliver, develop and expand the range of consultancy services
* As part of the team develop and expand our product lines
* Proactively identify ways of improving our products and services
* Present training sessions and offer in-depth consultancy to organisations on web accessibility and usability, onsite and off
* Moderate and report on accessibility user testing
* Draft/review standards accessibility articles and guides
* Remain abreast of trends and developments in the area of web and software accessibility
* As required, support the Advice and Information team, to receive, record and respond to enquiries by telephone, email and mail
* Liaise with sales to develop client opportunities
* Take an active role in contributing towards AbilityNet’s social media presence through creating and publishing articles
* Stand-in for the Accessibility Manager as and when requested
* To undertake any other task consistent with the scope of the post, as requested by the Accessibility Manager
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| **Candidate Knowledge** |
| * Demonstrable experience of assistive technologies and Window’s accessibility features
* Strong working knowledge of Microsoft Office and ICT skills at least equivalent to ECDL
* Strong working knowledge of installing and using PC hardware and software
* Ability to learn to use new hardware and software products
* At least two year’s Usability (working) experience
* An awareness of the range of assistive technology available to people with a disability
* IAAP CPACC or CPACC and WAS certification is ideal
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| **Candidate Skills** |
| * To have an in-depth knowledge of HTML, CSS, JavaScript (AJAX) and the concepts of web accessibility
* Be able to work independently and as part of a team
* Self-motivated and proactive
* Have good presentational skills
* Excellent writing skills
* Have good computer skills
* Experience of working with external clients
* Attention to detail
* Ability to think both logically and creatively, with strong problem solving skills
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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
* Demonstrate effective communication skills
* Ability to work independently and as part of a team
* Be available to travel within the UK and outside
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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.