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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 |

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.