



UX Specialist

JOB TITLE: UX Specialist

TYPE: Full Time Salary, 40hrs/week

DATE: As soon as available

REPORTS TO: Account Director

DEPARTMENT: Web

STARTING SALARY: \$40,000 plus benefits, negotiable based on experience

JOB SUMMARY

The Open Media Foundation (OMF) is an innovative media and technology nonprofit organization dedicated to putting the power of the media in the hands of the people, enabling everyone to engage in their community and bring about the change they wish to see in the world. We empower nonprofits, governments and individuals by providing high-end media and technology services, education and tools. OMF is the perfect place to combine a technology centered career with your passion for social change and innovation.

The UX Specialist at OMF insures that the services we offer are effective. They bring our clients through a process of discovery identifying audiences and goals, collaboratively brainstorming great approaches and transforming those ideas into actions. The UX Specialist also, helps to guide and evolve our ideation and wireframing process. If you've got a passion for user experience and the drive to pioneer innovative processes, OMF has a place for you.

REPORTING RELATIONSHIPS

This position reports to and works closely with the Account Director. All services division employees are responsible for tracking time spent on projects in the manner outlined by the Account Director. In addition, OMF services employees work directly with the Account Director to obtain information from clients as well as schedule any direct interaction.

DUTIES & ESSENTIAL JOB FUNCTIONS

- Lead client discovery process and product development (30%)
- Transform client's user stories and goals into site blueprints, crafting user experience (30%)
- Organize, manage and distill content (20%)

- Manage user testing/brainstorming processes (20%)

OTHER FUNCTIONS AND RESPONSIBILITIES

As a not-for-profit organization the Open Media Foundation holds regular fundraising events that require support from the entire staff, including the UX Specialist. The Open Media Foundation also hosts the monthly Drupal meetup every fourth Tuesday of the month and Web department staff typically rotate the responsibility of attendance and setup of the space. Other duties may come up from time to time which require assistance from the Account Director, but will not require a significant (< 5%) portion of the positions time.

QUALIFICATIONS

Must Have:

- Passion to work for the non-profit and government sector
- At least 2 years of experience in UX and/or content strategy
- Excellent communications skills
- Experience in performing user testing

Nice to Have:

- Basic web development skills (html, css, javascript etc)

COMPENSATION & BENEFITS:

Compensation is \$40,000 plus benefits, negotiable based on experience. Benefits include paid vacation, employer contributions to a Health Savings Account, and a 4-week paid sabbatical after 3 years. Current employees receive a laptop to use on daily work and unlimited access to \$2 million+ in video, audio, and studio production equipment.

Embracing diversity is a core value of the Open Media Foundation. We encourage individuals with diverse backgrounds, age, economic circumstance, ethnicity, gender expression, marital status, national origin, religion, and sexual orientation to apply.

TO APPLY:

Please email cover letter explaining why you want to work at OMF and resume to careers@openmediafoundation.org