

Sample Description for University IT Accessibility Coordinator

Minimum Experience/Education:

Graduation from a four-year college or university with experience in programming and three years of experience in business application consulting or development; or an equivalent combination of education and experience.

Departmental Required Skills - All candidates must possess:

- Extensive knowledge and experience with accessible Web design, principles of Universal Design and understanding of accessibility issues related to emerging web technologies, multimedia and learning environments
- Knowledge of disability law (as applies to higher education), state and national disability resources, rehabilitation training, and information design (e.g., Web-based technologies)
- Commitment to accessibility issues
- Effective verbal and written communication skills
- Ability to work effectively with diverse populations in a higher education setting.

Preferred Experience, Skills, Training/Education:

- Strongly prefer a four-year college degree and at least three years of experience in IT accessibility, accessibility application consulting, or development.
- Prefer a master's degree in relevant field and/or certificate in Assistive Technology (AT).

In addition to the required skills listed above, successful candidates will possess:

- Experience with HTML/XHTML, CSS, JavaScript, PHP, XML and web content management systems
- Extensive knowledge of assistive technology hardware and software and computing systems (including UNIX-based systems)
- Demonstrated experience developing customized solutions for a complex technology environment
- Demonstrated leadership, collaboration and negotiations skills.

Essential Job Duties:

The Office of Information Technology has an exciting opening for the role of University IT Accessibility Coordinator. This person will proactively and systemically address overall accessibility of IT systems and infrastructure to improve the usability and interoperability of university IT resources and instruction delivery mechanisms for people with disabilities.

The primary areas of responsibility include:

- Oversight for Accessible IT - Working with the Information
- Technology Accessibility Advisory Working Group (IT AAWG), coordinate campus efforts to provide exemplary barrier-free computing and information technology (IT) systems and resources. These include hardware, software applications, web content, web tools and other online and classroom technologies.
- Outreach - Promote awareness of the need for accessibility of information systems and effect systemic change.
- Research - Keep abreast of emerging assistive, information, and instructional technologies and solutions.
- Policy/Standards - Establish policies and standards related to the university's providing accessible IT software systems, online materials and facilities.