Web Administrator for Technical Committee Websites Role Description

The person in the Web Administrator role works with a specific technical committee chair to design and implement the web page using the approved IEEE format used by all the technical committees. The person works with members of the specific technical committee to upload new content (membership, articles, conference information, links, etc) to provide an important means for the technical committee to provide technical information to our packaging community.

Relevant content is uploaded and downloaded to keep the web site current and relevant.

This role is also an opportunity to be mentored on the technology involved in each request.

The person should be comfortable on creating and managing websites and have technical interest in the area of the technical committee.