



## Job Description

**Title:** Web Developer Intern/Volunteer

**Reports to:** Director of Communications

### CCIH Organization Description:

Christian Connections for International Health (CCIH) is a membership association founded in 1987. Today we are a diverse network of 160 organizations and about 300 individuals from across the globe that represents a collective faith voice. Our mission is to promote international health and wholeness from a Christian perspective.

We do this by facilitating networking among Christian organizations and individuals; relating to secular and government international health programs; providing opportunities to share information, best practices and experiences; encouraging partnerships and collaboration; raising awareness of and advocating on key international health issues; providing information resources and a forum for discussion; promoting Christian health work in developing countries; and engaging and nurturing students as the next generation of Christian health professionals. For more information, please visit [www.ccih.org](http://www.ccih.org)

### Position Summary:

The Web Developer Intern/Volunteer works to support the CCIH website. The Intern will be responsible for:

- Developing a plan to organize and/or restructure the back-end of the CCIH website including a proper archival system; Following through with the plan where possible
- Updating the Web Administrator's Guide for the CCIH website
- Assisting with updates on the front-end of the website with information from CCIH Staff
- Creating a Google map or other mapping feature on the website with locations of CCIH Organizational Members, Individual Members and Affiliates.
- Creating a password-protected online job-portal with availability postings for individual members
- Other tasks as assigned

Successful candidates will demonstrate a willingness to undertake unfamiliar initiatives and an eagerness to learn about Christian health and development organizations around the world.

### Qualifications:

- Expertise with HTML, familiarity with open-source content management systems (i.e. Joomla)
- Undergraduate or Graduate Student
- Excellent English written and oral communication skills with attention to detail
- Ability to manage multiple tasks simultaneously in a fast-paced environment
- Motivated self-starter with the ability to manage discrete tasks with limited supervision in a timely manner
- Advanced computer skills (MS Office applications)
- Have access to a computer/internet/printer – there is no office space or equipment allocated to this position (virtual office)

### Other Information:

- This internship is an unpaid experience.
- Location in the Washington, DC area is not necessary but would be an advantage.
- CCIH staff will work to ensure academic credit is received, if applicable.
- Upon completion of your internship, you will receive a free one-year membership to CCIH with full benefits beginning the year in which the work is completed. Please ask for details.
- Hours/Schedule to be determined

### To Apply:

Please send a cover letter, resume, list of 3 references, and any available web samples to [ccih@ccih.org](mailto:ccih@ccih.org) by June 13, 2011 – subject line: Web Developer.