Job Description

Job Title: Lead Developer

Department: Digital Services

Reports to: Head of Digital Services

Location: Head Office, Hammersmith, London

Purpose of the Role: Lead the development team in the development of web services, online tools and resources.

Key Responsibilities and Accountabilities:

1. **Lead on and manage the work of the Developers**
2. **Develop and maintain existing online tools and website CMS**
3. **Provide technical support and solutions for other departments**
4. **Develop web services and APIs for online tools**
5. **Develop new online tools, resources and services using development best practices**
6. **Provide day-to-day management of associated systems**
7. **Provide co-ordination with other bodies**

Duties

1. **Lead on and manage the work of the Developers**
   - Line manage a team of Developers
   - Manage the Developer's work plans and daily workload
   - Plan and lead on devising and executing technical solutions to new projects and enhancements to existing tools
   - Produce time lines for projects and scheduled in appropriately to enable accurate project plans to be created.

2. **Develop and maintain existing online tools and website CMS**
   - Develop and update the front-end and back-end of the benefits calculator and intermediary version of the benefits calculator to ensure that we adapt quickly and accurately to ongoing changes in the welfare system
   - Integrate content from other sources into the benefits calculator and grants search tools to help deliver a dynamic and personalised user experience
   - Develop and update the mobile optimised version of the benefits calculator
   - Develop innovative functionality to integrate content from other sources into the benefits calculator
   - Support the content team with ongoing enhancements to the Content Management System (Kentico).

3. **Provide technical support and solutions for other departments within the Turn2us team**
   - Support the social media strategy with the development of social apps, plugins and tools to help cement the charity's presence within online communities and increase our social reach
   - Work with the Digital Media Editor to ensure developments are making optimum use of SEO techniques
   - Support the Welfare Benefits Specialist with technical aspects of the benefits calculator tool

4. **Develop web services and APIs for online tools**
   - Develop and implement web services and use API's for the benefits calculator and our other online tools and services
   - Develop and implement integration between our online tools (grants search and benefits calculator) and our CRM and CMS.

5. **Develop new online tools, resources and services using development best practices**
   - Develop technical specification for the delivery of online tools, resources and services for the website
   - Develop online services for mobile/tablet platforms
   - Develop tools and resources using best practice in quality assurance and testing
   - Ensure web development supports best practice in usability and accessibility to secure appropriate accreditations
   - Develop new innovative tools and enhance existing online tools to support the income generation team and reach a wider audience
   - Integrate new tools that complement our service offering within the website.

6. **Provide day-to-day management of associated systems**
   - Lead on the administration of software behind the online tools and resources
   - Understand the server and database environment and setup
   - Create reports and extract statistical data from the database.

7. **Provide co-ordination with other bodies**
   - Liaise with external design and development agencies
   - Develop professional and productive relationships with external agencies.

These are the normal duties, which the Charity requires from the position. However, it is necessary for all staff to be flexible and all employees will be required from time to time to perform other duties as may be required by the Charity for the efficient running of the charity. This Job Description is non-contractual. It will be reviewed from time to time and may be subject to change. The post holder will be expected to ensure that their work complies with contractual terms and conditions, the Charity's policies and procedures and key legislation, such as data protection and charity law.

Person Specification

Education:

    Necessary: Educated to degree level, or equivalent written and analytical skills

Skills:

    Necessary:
- Strong skills in web application design and development using .NET, C#, MVC 4 , Entity Framework 4+, HTML5, ASP.NET Web Forms, CSS, Javascript,
- Pro-active with good problem solving skills
- Strong interpersonal skills and the ability to build effective partnerships with individuals and organisations at all levels of IT literacy
- Ability to meet deadlines, multi-task, and work in a fast paced environment
- Ability to use MS office suite

    Desirable:
- Experience of working with Kentico CMS
- Strong skills in mobile application development
- Knowledge of .NET Core
- Knowledge of Angular 1+
- Knowledge of Azure/Amazon Web Services
- Knowledge of CRM systems

Knowledge:

    Necessary:
- Understanding of web services and APIs
- Understanding of website accessibility

Experience:

    Necessary:
- Experience of working in the .NET environment
- Experience working in an OOP environment
- Experience of developing in HTML, CSS and Javascript
- Experience of working with CMS / CRM
- Experience of working with web services and API
- Experience of working with MS SQL or MySQL
- Experience of working with MS Server and IIS
- Experience of working in a team

    Desirable:
- Smartphone/Social Media app application design experience
- Experience of working with a CRM database and web services
- Line management of Developers

Personal Attributes:
- An understanding and commitment to promote equal opportunities and diversity
- Excellent oral, written and editing communication skills
- Ability to plan, prioritise and deliver multiple projects and a work programme to agreed deadlines
- Interpersonal skills and the ability to build effective, collaborative partnerships with individuals and cross sector organisations
- A positive and energetic approach to problem solving
- A commitment to very high standards of work and customer care