

JOB DESCRIPTION

Job Title: Web Developer
Job Level: Level 3
Reports To: Head of Digital & Tech Adoption
Date Reviewed: July 2020

About Be the Business:

Having been asked by the chancellor in 2015 to dig deeper into Britain's productivity problem, Sir Charlie Mayfield brought together some of the brightest minds in UK plc to approach the problem in a different way.

The "How Good Is Your Business Really" report called for a business-led response to the UK's productivity challenge and identified improving SME management and leadership capability as the key to change.

Led by Sir Charlie Be the Business was launched in November 2017 with funding and support from the UK government and some of Britain's leading companies. We work with the entire business community to share what works for today's best businesses with every company that wants to learn and improve.

Job Purpose:

We are looking for an all-round technical expert who can work with us on our next phase of growth. Since our launch in 2017 we have made use of a wide range of systems and platforms and developed a series of our own digital products. We have moved quickly, testing and learning in an agile manner and making use of contract and agency support to make rapid progress, yet as we mature our needs are changing and we now need someone in house to help us with all things digital. The successful candidate will work in our Programmes team and report to our Head of Digital and Tech Adoption, but will work with teams across the whole organization.

Key Responsibilities:

- Act as internal technical lead on all digital assets across be the business advising on the technical requirements
- Undertaken UX development as required and with suppliers, take the lead on technical developments and work to ensure the digital strategy can be delivered successfully
- Management and oversight of technical developments, including playing a critical role in our new "Improvement Platform" programme, working with the Head of Digital and Tech Adoption and an external agency to deliver the technical elements of this piece of work, and put in place the resources required to maintain it over time.
- Lead the development of Be the Business's internal technical capabilities as we seek to be less reliant on external resources to develop and maintain our digital products and our internal digital infrastructure
- Oversee our internal technology infrastructure, working with the Digital and integration product lead and internal governance bodies such as our Senior Management Team and Digital Design Authority to make critical decisions about what technology we use
- Take a leading role in decisions about how the organisation uses data, both to drive participation and quality in our programmes, but also to evaluate their performance and identify insights which can shape future programme development
- Provide the leadership and insight into the technical digital architecture across Be the Business assets providing technical insight to requirements, ownership of the digital technology stack and strategy
- Management and oversight of all digital products and platforms, release plans working with the Digital Product and integration Lead to ensure smooth development and implementation
- Management of tech / digital suppliers and agencies providing input to technical requirements and

management of performance of suppliers

- Lead on agile development of all digital assets, working with external digital agencies and suppliers
- Overall responsibility for upkeep and updates to Be the Business website and platforms including:
 - Work with programmes and marketing teams to produce new web pages and update existing ones as and when required
 - Work with content team to facilitate the uploading of new content to portfolio of websites & platforms
 - Ensure all existing and future content is optimised for search, including metadata, image tagging and backlinking
 - Optimisation of existing web content across all owned and unowned platforms
- Key Administrator across all digital assets

* Please note this is not an exhaustive list of responsibilities and may be revised from time to time as per business needs.

Skills / Competencies Required:

- Excellent stakeholder management and communication skills, able to communicate technical details to non-technical people.
- Full-stack developer with at least 5 years experience as Tech Lead (or equivalent)
- Skilled in product integration to help data transfer from system to system.
- Familiar with release procedures, governance and documentation.
- Good understanding of GDPR, data protection and security considerations.
- Good project management skills
- Creative problem solving
- Alignment with BtB values

Essential areas of proficiency

- Python and the Django framework
- Django REST API
- ReactJS
- Javascript
- Postgresql
- HTML/CSS

Other areas it is helpful to have knowledge of

- AWS cloud hosting and security
- Atlassian Bitbucket
- PHP
- Office 365, Sharepoint, Teams
- MySQL
- Wordpress