

Website & Technical Support Officer

Duration: 1 Year (Renewable)

Remuneration: Voluntary, Non-Remunerated

Location: UK, Belgium, or Overseas Possible

Deadline for Applications: 01/07/2024

Position Overview:

The Website & Technical Support Officer is responsible for maintaining and updating the organisation's website, providing technical support to staff, and managing IT infrastructure.

Responsibilities:

- Maintain and update the organisation's website with relevant content and features.
- Provide technical support to staff for software, hardware, and network issues.
- Manage IT infrastructure, including servers, computers, and software licences.
- Implement cybersecurity measures to protect the organisation's data and systems.

Suggested Qualifications:

- Bachelor's degree in computer science, information technology, or a related field.
- Previous experience in website management and IT support.
- Proficiency in web content management systems (WordPress)
- Knowledge of IT infrastructure and cybersecurity best practices.
- Strong troubleshooting and problem-solving skills.

Working Conditions

Positions at MUNers Across Borders are non-remunerated, and the organisation is led by volunteers based primarily in Belgium and the UK but across the world. Expected amount of time the position takes is from 5-10h a week, with deviations upon request and in-discussion with the team. You will be expected to attend team meetings twice a month, and the position will intensify closer to the start of our main Summit in Q1 2025.

How to Apply

Please submit your application on the form on the MUNers Across Borders [Website](#), we will be taking applications on a rolling basis, and reserve the right to close applications early in case we find a suitable candidate ahead of time.

For any queries please reach out to philippe@worldmunday.com