**Center for Macromolecular Science and Engineering seeks student webmaster**

**Director of Information Technology**Center for Macromolecular Science and Engineering*part time, 10 hours per week, $10 / hour*

The Center for Macromolecular Science and Engineering at the University of Florida is seeking a long-term, passionate, self-directed student to fill the upcoming vacancy in the role of Director of Information Technology. The position requires 10 hours per week, relative to the workload. Scheduling is generally flexible.

*Freshman and sophomore candidates strongly preferred.*

Responsibilities Include:

* Management of 2 chemistry department websites ([CMSE](http://www.cmse.ufl.edu/), [BPRL](http://butlerlabs.chem.ufl.edu/))
* Management of 1 group website ([Sumerlin](http://www.chem.ufl.edu/~sumerlin/))
* Management of 1 Facebook page ([CMSE](https://www.facebook.com/ufcmse))
* Management of digital archives ([CMSE](https://picasaweb.google.com/100110983005160271871/))
* Communicate with professors, students, and student groups to procure content for websites
* Create various publications and posters in support of departmental objectives
* Assist in technology-based office projects, including development of new websites, communication mediums, and technology infrastructure
* Assist in miscellaneous office tasks



**How to Apply**

Apply online at: <http://www.jotform.us/UFchem/cmse>

For more info: <http://www.cmse.ufl.edu/StudentJobApplication.pdf>

Questions? Email [dhenderson@chem.ufl.edu](mailto:dhenderson@chem.ufl.edu)

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