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| **AbilityNet Job Description** |

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| **Job Title:** Senior**/**Mid-Level Accessibility Consultant | **Reporting to:** Senior Accessibility Consultant Team Leader |
| **Bands:** 3 & 4 | **Location:** London / Leamington Spa/ Knutsford / Home-based |

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| **Job Purpose** |
| You will join a dedicated team, focused on delivering practical accessibility and usability consultancy for a wide range of clients across the public and private sectors.Main deliverable will be user-testing, training, and taking on project lead role. |

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| **Accountabilities** |
| * Facilitating user research with disabled and silver surfer participants, such as moderated and unmoderated user testing sessions.
* Delivering training on topics related to digital accessibility, including development, design, and testing best practices.
* Carrying out accessibility testing, such as WCAG audits, design reviews, PDF audits, expert reviews, and so on.
* Liaising with the project planning and sales team, such as assisting with scoping projects, supporting on kick-off calls, and answering client queries.
* Other tasks consistent with the scope of the post, as requested by the Head of Accessibility or your line manager.
* Promoting AbilityNet within the community, such as presenting at conferences or contributing social media content, such as blogs and articles.
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| **Candidate Knowledge** |
| * Knowledge of usability research and evaluation methods and principles, such as user testing, user-centered design, and inclusive design.
* Knowledge of digital testing methodologies, such as creating and executing test plans, documenting issues, and managing tickets.
* Knowledge of accessibility standards and guidelines, such as WCAG.
* Knowledge of digital learning and education, such as methods of delivering impactful training sessions and creating teaching materials.
* Knowledge of disability, inclusion, and intersectionality.
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| **Skills** |
| * Conducting user research projects, such as moderated user testing sessions, collecting, and analysing findings, and producing reports.
* Assistive technologies, such as screen readers and voice recognition.
* Experienced in designing and delivering training sessions via webinars and face to face.
* Foundational web and app development, such as vanilla HTML, CSS, and JavaScript, and applying these to digital accessibility.
* Using digital communication tools, such as Teams, Slack, and Zoom.
* Using bug tracking and project management tools, such as Jira, YouTrack, BugZilla, to document and update issues.
* Microsoft Office, particularly Microsoft Word and PowerPoint.
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| **Person Specification** |
| * AbilityNet to take lead on projects, managing project team.
* Able to manage diverse workload and manage own time.
* Strong communication and presentation skills.
* Excellent written English, ideally applied to documentation, potentially using systems such as Confluence, and writing bugs or issue tickets.
* Self-motivated and proactive
* Demonstrable problem-solving skills.
* Strong attention to detail and desire to be thorough.
* Ability to work independently, part of a team, and with external clients.
* Be available to travel within the UK and outside.
* Willingness to extend themselves beyond their normal duties when required to take on additional practical tasks or responsibilities.
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This job description is not exhaustive. It merely acts as a guide and may be amended to meet the changing requirements of AbilityNet at any time after discussion with the post holder.