

# WriteBoston

Building a Community of Writers

Founded by Mayor Thomas M. Menino

## **Title: WriteBoston Webmaster**

**Position Description:** The Webmaster supports WriteBoston and the Teens in Print program in efforts to update and maintain accurate and current content on [www.writeboston.org](http://www.writeboston.org) and [www.bostontip.com](http://www.bostontip.com). The Webmaster will update the TiP website based on the production schedule of the Teens in Print youth newspaper, develop the site's archive, and improve the site's multimedia and interactivity to increase its reach to Boston teens. The Webmaster will also maintain the organization's main webpage and may assist in other web communications efforts. The webmaster will work 10 hours per week (negotiable) on site at WriteBoston's offices, located at 7 Palmer Street in Roxbury.

**Requirements:** Must have knowledge of HTML, CSS, and WordPress. Experience working with Adobe software (Dreamweaver and Illustrator), JavaScript, and PHP preferred.

**Dates:** Flexible – may be semester long (September to mid-December) or full academic year (September to June).

### **About WriteBoston and Boston Teens in Print:**

WriteBoston promotes deep learning through writing. We offer training and coaching for teachers, along with writing opportunities for students, build on the premise that powerful thinking and writing are inseparable. Since 2002, WriteBoston has strengthened the skills of over 15,000 teachers and students in the Boston Public schools and beyond, through innovated, tailored programming.

Boston Teens in Print is the only citywide youth newspaper written *by* and *for* Boston public secondary school students. Launched by WriteBoston and The Boston Globe in 2004 and published five times a year, TiP is a platform for student journalists, essayists, poets, and artists. It is delivered to Boston high schools, libraries, and community centers. But it is not *just* a newspaper — it is also, for urban teens, an afterschool program and summer journalism institute, both free. TiP gives a voice to Boston's youth, a voice that bellows from one end of the city to the other, across the boundaries of neighborhood, class, and ethnicity.