



## **Position Title:** Volunteer to Provide UI/UX Audit of organization's website

**Supports:** Communication Department

**Position Summary:** The website volunteer will meet with Communication Department staff to determine criteria for evaluating Catholic Charities website and then conduct audit of website.

**Essential Responsibilities:** The volunteer will carefully review our website to evaluate the design, information flow, and interface and provide concrete recommendations on improvements that will improve the experience of website visitors, increase engagement with the organizations mission, and promote interest in getting involved with the organization.

- Homepage
- Task Orientation
- Navigation and Information Architecture
- Forms and Data Entry
- Trust and Credibility
- Page Layout and Visualization

### **Requirements:**

- **Must complete LiveScan paid for by Agency**
- **Must complete on-line training recognizing and reporting abuse**
- **Prior experience auditing websites and identifying improvement actions**

### **Agency Culture:**

Catholic Charities of the East Bay provides innovative solutions to help people who struggle with poverty and other complex issues. We work with youth, children, and families to promote self-sufficiency, strengthen families and pursue safety and justice. Help is offered through counseling, case management, financial support when facing a housing crisis, and more. We serve and work in partnership with all and celebrate the diversity of our community, including people of all backgrounds, regardless of race, ethnicity, gender identity, sexual orientation, and religious or spiritual affiliation or belief.

**UI/UX Audit of  
organization's  
website**

**Location:  
Oakland**