CITY OF STONNINGTON
Success Profile

Stonnington.
Work that matters.
People who make
a difference.
City of
STONNINGTON

JOB TITLE	CLASSIFICATION	REPORTS TO
Digital Content Designer	Band 6	Digital Product Lead

WHAT WE TRUST YOU TO DELIVER

- Manage day-to-day updates on all of Council's websites using a CMS.
- Develop, create and deploy webpages and related assets across the customer-facing digital ecosystem.
- Partner with internal stakeholders in the creating and publishing of content.
- Edit and proofread a variety of content types for the websites, ensuring it meets style, tone, digital quality standards, as well as reflect Council's visual identity.
- Produce content that is optimised for search, and meets accessibility and writing style guidelines, and web best practices.
- Support the Digital Products team in administering and maintaining all digital products.
- Partner with the Customer Experience team to deliver excellent user and customer experience across all digital services.

WHAT YOU'LL NEED TO THRIVE

- Excellent communication and stakeholder management skills.
- Strong problem-solving abilities and an attitude to do what it takes to get things done.
- Ability to work well under pressure, manage workflows and meet deadlines.
- Comfortable working on multiple projects simultaneously in an agile environment.
- Experience in content authoring, editing and publishing including knowledge of accessibility, usability, and writing for web best practices.
- Extensive experience publishing content via a CMS (preferably OpenCities).
- Demonstrable skills in HTML/CSS.
- Experience assessing website performance using Google Analytics and other platforms to inform improvements to the user experience.
- Good understanding of web development and user experience principles.

WHAT WE'LL DO TO SUPPORT YOU

- A safe and welcoming environment where you will be encouraged to innovate and embed new ways of working and interacting with stakeholders
- Deliver opportunity for genuine engagement and collaboration

WHERE YOU FIT IN AND THE DIFFERENCE YOU CAN MAKE

VISION Council will be an inclusive, healthy, creative, sustainable and smart community.

VALUES Cooperation, Change and New Ideas, Learning, Achievement, Communication & Accountability.

OUR CAPABILITY FRAMEWORK OUTLINES THE BUILDING BLOCKS WE USE TO DEVELOP OUR ORGANISATION AND PEOPLE

CAPABILITY	Project Management	Change	Communication	Good Governance	Achievement
LEVEL	2	2	2	2	2

CAPABILITY	Leadership Impact	Decisiveness	Agility	Care	Growth Mindset
LEVEL	2	2	2	2	2