

Web Management Intern



Project Title	Web Management Intern
Project Summary	Assist Webmaster in management of the VAforVets website, to include: content review, analytics, reporting, responsive redesign, daily updates, and review of customer surveys.
Country	United States
Agency	Veterans Affairs Department
DoS Office	N/A
Post	N/A
Section	N/A
Number of Interns	10

Project Description

The Veteran Employment Services Office is looking for undergraduate and graduate students who are familiar with managing websites. There are many different functions that go into managing a government website, so you will always have interesting work to do. The VAforVets website is in the middle of conducting a responsive redesign, so you may be able to participate in that. Also, we need individuals who are familiar with Google Analytics, and can provide useful feedback based on analysis of the data therein.

Additionally, much like many other government agencies, VESO uses Foresee for our web customer satisfaction / feedback surveys. If you would like to assist us in reviewing the feedback that we receive from these surveys, you can do this as well. We are also conducting an annual review of all site content to ensure all content on the site is accurate and up-to-date. Finally, there are daily site updates and weekly, monthly and quarterly reporting requirements.

Desired Skills Interests

Skill

PowerPoint

excel

Additional Information

Graphic Design / Adobe Photoshop skills are a plus.

Language Requirements

None