

Job Descriptions for Technical Web Editor/Writer & Assistant Web Master

The American Heart Association and American Stroke Association (AHA/ASA) work nationally and regionally to identify and evaluate strategies for improving stroke care in the United States. In 2005, the ASA convened a multidisciplinary group, the “Task Force on the Development of Stroke Systems.” Through the work of this group, AHA/ASA recognized the potential value of having each state follow a newly emerging conceptual framework for stroke care being crafted by this expert committee. At that time, the AHA/ASA suggested that each state convene a leadership team and begin organizing groups of volunteers and stakeholder organizations to work on customizing a model for their respective states—using a systems-approach and the components of a model stroke system prescribed by the Task Force. Stroke stakeholders across the Commonwealth—including the Department of Health, healthcare provider associations, Office of Emergency Medical Service, quality-improvement organizations and hospital associations—enthusiastically responded to the call to action and began organizing a statewide network. This movement resulted in the formation of the Virginia Stroke Systems (VSS) collaborative and a customized stroke work plan for Virginia. The Virginia Department of Health Heart Disease and Stroke Prevention Project serves as the lead partner to support this important task force and its Action Plans.

Since that time, the Virginia Stroke Systems Task Force has lead this effort with the voluntary participation of many service providers across the Commonwealth. Leveraging its partnerships, this highly visible action-arm is busy organizing and facilitating systematic improvements to stroke systems of care throughout Virginia. As a result, a beautiful and dynamic web site has been created to showcase and house ongoing efforts led by this task force. The site is managed through a content management system under the direction of a Web Manager. A distinct brand has already been established, along with the policies and protocols to support the ongoing efforts.

The Web Project Team has 6 transitional volunteers at this time, and is currently looking for two volunteer individuals to assist with the day-to-day operations of editing/writing content and updating the site according to submissions/editions.

Technical Web Editor/Writer Qualifications:

- Minimal requirement of a bachelor’s degree in either a scientific or medical-related field, or in English or Journalism
 - Interns and near graduation students will be considered for this position
- Minimum length of service is a 1-year term
- 5-8 hours of assistance required per week (this number can range higher and lower weekly dependent on the needs of the VSSTF)
- Be willing to attend at least 2 VSSTF meetings annually
- Have a minimal working knowledge of the web and databases helpful

Assistant Web Master Qualifications:

- Minimal requirement of an associate’s degree
- Have a working knowledge of web design and databases
- Minimum length of service is a 1-year term
- 4-6 hours of assistance required per week (this number can range higher and lower weekly dependent on the needs of the VSSTF)
- Be willing to attend at least 2 VSSTF meetings annually
- Attend a content management system training (typically 4 hours)

If you are interested in applying for either the writer/editor or assistant web master position, please contact Ms. Andrea Lomboy, VSS TF Web Manager, (alomboy@faithbasedhealth.com) with your resume’ along with short description of how and why you would like to be considered for either position.