Job Description:
Membership Management System (MMS): Back-Up Developer and Administrator

SCOUTS South Africa uses Scouts.Digital as its Membership Management System.

Role Purpose

To fulfil the role of "Back-Up Developer and Administrator "to the owner of Scouts.Digital (SD) who is also the "Developer and Administrator" (currently Richard Shearer (RS))

To support and assist RS in the operational management (fixing bugs, coding small enhancements) and the development of SD

To take over the management and if necessary, the development of SD for SCOUTS South Africa (SSA) if, for any reason the "Line Developer and Administrator" is not available.

Functions

1. Understanding of Scouts.Digital
   a. Work with Richard Shearer to become familiar with the structure and detail of the coding in SD
   b. Work with RS to understand the principles underlying the development and functioning of SD
2. Understanding of SSA and its requirements
   a. Ideally be involved in a Den, Pack, Troop or Crew, Group or District and have a detailed understanding of Adult Leadership and SSA's unique requirements
   b. Understand the Organisational Rules of SSA, which provides the essential requirements with which SD must comply
   c. Liaise and work with the SSA project manager for SD to understand SSA's ongoing requirements for the maintenance and development of SD
3. Maintenance of SD
   a. As agreed with RS assist in development SD to achieve the following:
      i. Work in an offline mode to fix bugs and when tested and agreed with RS, incorporate the updates into the online version of SD
      ii. Work in an offline mode to develop enhancements and new features in SD> validate and test the new modules.
      iii. When tested and agreed with RS incorporate the new coding int the live version of SD
   b. In the absence of RS for any period where bugs need to be fixed, enhancements needed and agreed developments carry out any of the above, as agreed with SSA

Skills Required

1. Well versed in the Agile approach to software development
2. Able to work with auto PDF Generation (TCPDF)
3. Competent to programme in these languages
   i. Backend
      - PHP (5.6+) - (SD is mostly procedural PHP with some OO components)
      - MySQL (5.6+)
   ii. Front end

      - Bootstrap 4.2
      - JavaScript
4. Extensively documenting and commenting code as a matter of course
5. Complete understanding of the concepts of Production, Staging & Development environment
6. A good understanding of web security concepts including encryption at rest.

Work experience required

a. At least 5 Years' experience as a High Level Developer (*We don't really need a coder*)

b. Significant work on experiences on High Availability, High Use projects

c. approximately 10 000 development hours with experience in either booking systems or human management systems

Accountability & Reporting Structure

Report to: Richard Shearer and SSA Project manager for SD
Peers: Co Developers on SD
Manages: Developers for SD
Supports: SD Administrator

Delegated Power

1. none

Period of Appointment

3 Years and then as agreed

Appointment Procedure

Process as described Adult Support Policy for Coordinators in the National Team

Other Agreed Tasks

As agreed with the direct report, the candidate will also be responsible for:

be prepared....