

# BERKELEY FELLOWSHIP OF UNITARIAN UNIVERSALISTS

## IT CONSULTANT

The Berkeley Fellowship of Unitarian Universalists is seeking an IT Consultant Independent Contractor.

BFUU is an open and dynamic Unitarian Universalist congregation that plays an important role as a progressive activist spiritual community in the heart of Berkeley.

**Hours:** 5 - 16 hours per week as needed/available

**Compensation:**

\$20-25 per hour based on experience/proposal

No benefits are offered with this contract position

**Contract responsibilities to include:**

Overall IT management for this small fellowship; maintain our office networks, computers (Mac/Mac mini) and printers (including software, settings, firmware, connectivity), phones (VOIP), website structure (Joomla) and to serve as a source of guidance for various projects.

Education and/or experience equivalent to 2 years in systems administration, phones management, and website management required.

Experience with A/V equipment (old sound board/mics/portable audio system, projectors, T-Loop) desirable. Ability to guide/train users on new software/apps/hardware desirable.

BFUU is an Equal Opportunity Employer.

Please send your resumé and/or proposal to: [jobs@bfuu.org](mailto:jobs@bfuu.org) or  
BFUU Personnel: IT Contractor 1606 BONITA AVE BERKELEY CA 94709