HHS Careers
One resource for all your employment needs!

The new HHS Careers Web site is live! In addition to a new look and feel, the Careers site offers comprehensive information on how to find and apply for jobs at HHS.

Additional resources are available for Department employees, including guidance and tips on resumes, KSAs (knowledge, skills and abilities), and training programs. The HHS Careers site also provides key information for students, graduates, and interns. **Go there today** to see what's new in opportunities for you!
www.hhs.gov/careers

508 Lab is Open for Business

WCD has assembled a 508 Lab with a collection of assistive and evaluative technologies for use by OpDivs and StaffDivs. www.hhs.gov/webtools/508lab.html

You can:

- **Test** web pages and files with a screen reader for accessibility for people with visual disabilities

- **Remediate** existing or create new accessible PDFs and forms

- **Simplify** evaluation of forms and tagging tables

- **Record** screen activity to create captioned demos and simulations

…and much more!

Contact the WCD Consultant for your OpDiv or StaffDiv to schedule a time to use the lab. Let your consultant know what software you are interested in using and if you would like a tutorial. www.hhs.gov/web/aboutus WCD@hhs.gov | 202.670.7579.

Web Crawler Update

WCD is in the process of configuring Digital Diagnostics so the tool checks 508 according to our standards and coding practices. We're looking forward to working with all OpDivs to get the tool running in a way that benefits everyone! Department-wide training will roll out beginning in mid-to-late January.

"Organizing" Org Charts

After reviewing **157 HHS agency Web-based organization charts**, the WCD found (surprise!!) that no one does it the same way. Working with WCD, the HHS Transition Team determined that a standardized format was needed to better convey agency structure.

The standard organizational chart should include links to deeper organizational levels from the "office boxes." Office boxes should not contain people's names. A left sidebar should to provide links to organizational entit pages.

For further guidanc OpDivs and StaffDiv display charts indic offices are structured functionally, contact Linda Adams at linda.adams@hhs.gov | 202.205.2805.

Web Council Schedule

The next Web Council meeting is scheduled for **December 11, 2008, from 9 am to 1 pm** in the Humphrey Building, Room 800.

The meeting will cover the 508 update, new crawler, and new standards, and will feature presentations on social media.

2009 Dates*
January 7 · February 5 · March 5 · April 2 · June 4

* All currently scheduled meetings will be held at the Humphrey Building. Please visit the HHS Web meetings page for more information.   www.hhs.gov/web/ webcouncil/meetings/index.html

New WCD Staff

Please welcome **Maria Everette** who recently joined us from the Bureau of Alcohol, Tobacco, Firearms and Explosives.
maria.everette@hhs.gov | 202.205.5125