

Senior Graphic Designer

SHP (Sue Hodges Productions) is looking for a highly-skilled graphic design professional with an eye for colour. The Senior Graphic Designer prepares graphic design for digital, print and environmental media from concept to finished art stage. The role requires the Senior Graphic Designer to communicate content effectively through design. The Senior Graphic Designer has the ability to be flexible, to work on several projects simultaneously, to work independently and follow design briefs.

Applications

Applications should include:

- Cover letter addressing the key accountabilities and desirable skills
- Folio
- Curriculum vitae

Closing date:

Monday 29 March 2021

Contact:

Sue Hodges, Managing Director
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Role description

Key accountabilities

- Delivering high quality, accurate artwork for a range of projects, including reports, signs, exhibitions, digital media and print media.
- Creating concept artwork, preparing final artwork required specifications.
- Delivering creative design solutions that enhance visitor experiences and effectively communicate content provided by the historians.
- Responding appropriately to historical and interpretive content provided by SHP's historians in graphic design works.
- Managing print and production.

- Overseeing design work of the graphic design team when required.
- Assist with revisions as required.
- Liaising and working cooperatively with the SHP team to develop relevant, meaningful and innovative interpretive projects.
- Communicating effectively with the SHP team using the designated communication channels.
- Liaising with clients, sub-contractors and consultants as required.
- Assisting the Design Director in ensuring the design team's tasks are delivered in line with timeframes, budgets, procedures and project constraints.
- Ensuring conduct is in accordance with organisational values and goals.
- Contributing to the overall management of SHP projects, including assisting the Design, Director, Associate Director and Managing Director with identifying budget and timeframes.
- Administrative tasks as required.
- Using a range of computer systems on a daily basis, including Microsoft Word, Excel and Outlook, Adobe and InDesign.

Desirable skills and attributes

- A thorough understanding of designing for exterior environments.
- Experience in signage design.
- Knowledge of materials.
- A genuine interest in history and in creating contemporary interpretive design solutions, with a focus on history, place and people.
- An understanding of, or willingness to learn, about design for heritage places.

Key challenges

- Ensuring design for multiple projects meets budgets and timelines/deadlines and balancing quality with timeliness.
- Providing creative responses that are appropriate to each project, site and audience.

Reporting line

- The Senior Graphic Designer reports directly to the Design Director. On occasion the Senior Graphic Designer may be required to report to the Project Managers, Associate Director or Managing Director.
- All work prepared by the Senior Graphic Designer is to be approved by the Managing Director prior to submission to clients.

Qualifications

Degree in visual communication or graphic design (or equivalent qualification).

Experience

A minimum of 5 years of professional graphic design experience is essential.

Requirements

The Senior Graphic Designer must be able to work as part of a small team. The work will be from home and/or in an office environment, in accordance with COVID-19 restrictions and guidelines. While some non-office activities will be required, most of the work is desk-based.