



GRAPHIC DESIGNER

CONTEXT

Initiatives of Change International is looking for creative individuals to help deliver messages in an engaging manner through effective design inputs. Requirements include publications, newsletters and graphics for social media and websites. We would be excited to engage with a creative artist who likes to give a visual form to abstract ideas and can help us develop infographics and other visuals that convey our key messages in a format appealing to social media audience.

PRIMARY TASKS AND RESPONSIBILITIES

- Design and layout of reports, brochures, newsletters, book, stationery etc. for print and screen.
- Re-format existing material or designs created by others as per brand guidelines.
- Lay out web pages.
- Select, edit and prepare photos for publications, social media, websites and other uses.
- Prepare and maintain templates for stationery, reports, etc.
- Offer advice to the network on adequate implementation of brand guidelines and templates.
- Catalogue previously created or historical designed material.
- Continually develop brand guidelines to keep them comprehensive and relevant.

KEY QUALITIES, COMPETENCIES AND EXPERIENCE

Skills

- Proficiency in Adobe Creative Suite: Photoshop, InDesign, Illustrator, Bridge
- Fluency in English language
- Competency in working on a web Content Management System
- Capable of basic proof reading and editing
- Knowledge of French, German, Spanish or other languages may be of occasional help
- Knowledge of Drupal an added advantage

Experience in or an aptitude for:

- Printed publications (reports, brochures, etc.)
- Email newsletters
- Interactive PDFs and e-books
- Photo editing for print and screen
- Web page layout and design
- Keeping up to date with the latest trends the profession

Special Requirements:

- A portfolio showcasing work in the above mentioned areas. Student work is acceptable.
- Formal qualification an advantage but not a deciding factor.
- Highly self-driven and self-disciplined.
- Some experience with Initiatives of Change highly desirable.

APPLICATION

Are you interested? Send to volunteer@iofc.org:

- A short letter of motivation
- Your Curriculum Vitae (Word or PDF format).
- Two references (incl. names/contact details): one work-related and one personal.