

Graphic Designer

Job purpose

To design a range of collateral for Kiwiburn Inc to support the event and year round community.

Key Responsibilities

- Help run annual poster competition and liaise with artist(s) to achieve the best result
- Help with adaptation of winning poster design for use across all media:
 - Facebook and Instagram announcements / promos
 - Website
 - Stickers
 - Wristbands
 - Volunteer Patches
 - Tickets and ticketing web pages
 - Social media.
- Help oversee design layout and production (as downloadable pdfs files on website) of:
 - Survival Guide
 - Event Guide
 - Afterburn Report
 - Census
 - Media Kit.
- Design of other collateral:
 - Event signage
 - Department graphics eg tshirt designs.

Working Relationships

- Communications Facilitator
- Communications Teams (Web, Social Media, EFP, Photography)
- Facilitators and Team Leads.

Time Commitment

- **Year round:** 1-3 hours per month, ramping up from November though January.

Necessary Qualities, Knowledge and Experience

- Work experience as a designer (preferably 2-3 years min)
- Good working knowledge of Adobe Creative Suite
- Competent with, and responsive to, email communications
- Regular internet access
- Reliability.

Desirable Qualities, Knowledge and Experience

- Familiarity with Google Suite
- Understanding of print production process
- Motivated and organised
- Good eye for selecting images
- Familiarity with Wordpress back end.