**Graphic Designer (6-Month Contract, 1-Month Notice)**

**Aim of post**

Due to an increased demand in workload, we are looking for a Graphic Designer to support our Lead Graphic Designer for a period of up to 6-months.

This is an exciting role working for Cambian, a leading children’s provider of specialist behavioural health services for children in the UK. This role will be based in Sittingbourne, Kent at By the Bridge’s Fostering Head Office (a subsidiary of the Cambian Group).

The Graphic Designer will be responsible for the on-going development of the company’s portfolio of print and digital assets – including (but not limited to) brochures, leaflets, PDF files and other marketing materials for the entire organisation. The successful candidate should be confident in producing high quality, web ready digital files as well as being confident and comfortable with preparing print ready documents. The successful candidate will be in charge of ensuring all materials are up to date, kept well stocked and delivered to Cambian’s various fostering, school and residential locations.

The successful candidate must be capable of producing literature with Adobe InDesign and Illustrator and also be capable in Adobe Photoshop. Examples of previous work are essential and digital examples are required prior to interview. Printed examples (if available) should be presented at interview.

**The role**

Assisting the Marketing Manager in the development and execution of the company’s marketing materials with a specific focus on print media and creation of digital assets.

This job role will suit someone who has excellent attention to detail, has a proven background in the creation of print and digital assets and enjoys working on lots of on-going projects.

* Working with the Marketing Manager to develop the company’s portfolio of a large quantity of digital and printed brochures.
* Liaising with external printers to ensure that artwork is physically printed on time and to specification whilst also managing the cost of printing.
* Must have excellent control over document issuing, versions and history
* Write, proofread and obtain relevant approvals for all content

**Working relationships**

* Reporting to the Cambian Marketing Manager
* Close interaction with Schools, external stakeholders and all other staff
* Management of some external third party supplier relationships

**Person Specification and Skills**

* Enthusiastic about Design
* Strong communication skills, both written and verbal
* A strong team player but with the ability to work independently,
* Ability to work on various projects simultaneously, under pressure to tight deadlines
* Strong attention to detail
* Dynamic, confident personality with emotional intelligence, enthusiasm and energy.