



Designer (Maternity cover)

Job Description and Personal Specification

Line Manager	Creative Lead
Location	The Grand Appeal, 30-32 Upper Maudlin Street, Bristol BS2 8DJ
Terms	Maternity cover, fixed term for 12 months starting Summer 2024. Office based with the option of hybrid working. Part-time 3 days a week (21 hours).
Salary	Up to £26,000 FTE DOE

Summary of role:

We have an exciting opportunity for a talented and enthusiastic creative to join our design team at The Grand Appeal, the Bristol Children's Hospital Charity. You will be joining us in the lead up to the Gromit Unleashed public arts trail planned for 2025 on a 12-month fixed term basis.

Under the direction of the Creative Lead, you will help deliver a wide variety of projects working across all areas of the charity. These will range from day-to-day design requests including events marketing materials and social graphics, to working on our exciting upcoming Gromit Unleashed public arts trail and product ranges for our retail venture, The Gromit Unleashed shop.

You will be a friendly and organised team player, able to work at a fast pace under the direction of the Creative Lead, creating designs for print and the web. The successful applicant will need to be good at prioritising, using their initiative and full of creative ideas.

You will be confident using the Adobe suite, in particular Adobe Illustrator, and ideally possess good illustration skills. Previous knowledge of working with brand guidelines and working as part of a team is essential. An eye for detail and good proof-reading skills are also important, as is the need for excellent communication with a can-do attitude.

The Grand Appeal works in partnership with Aardman Animations to support Bristol Children's Hospital and the region's Neonatal Intensive Care Unit. With a multi-million-pound programme of investment in the hospital, from research to family accommodation to patient, family and staff wellbeing, and a growing supporter base, The Grand Appeal is expanding fast.

Raising money for Bristol Children's Hospital
and The Neonatal Intensive Care Unit | grandappeal.org.uk

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We are the charity behind the internationally successful and multi-award-winning Gromit Unleashed and Shaun in the City art trails, which are now part of the fabric of the city and have brought millions of visitors to Bristol from all over the world.

Based across five sites in Bristol, The Grand Appeal offers a dynamic, supportive and rewarding workplace for its approx 40 staff. The foundation of our organisation is its strong team culture, in which all staff play an important part. Our staff are talented, creative, ambitious and The Grand Appeal's most important resource.

The role will be based at The Grand Appeal HQ opposite the Bristol Children's Hospital, close to the beautiful Bristol Harbourside and the range of shops in Cabot Circus. Freelance applications will not be considered.

What we offer:

- Generous holiday allowance
- Healthcare plan
- Pension scheme

If this sounds like the right workplace for you, you have the required skills and experience, and you are looking for a new creative challenge, we would love to hear from you.

Key tasks and responsibilities:

- Support the Creative Lead with all areas of design, offering ideas and working collaboratively to make sure projects are completed on time.
- Use our brand guidelines to create a wide range of print and web assets for events and fundraising for the community and corporate teams.
- Work with the operations and services team on posters and signage in the hospitals and our family accommodation houses.
- Designing regular leaflets and direct mailings sent throughout the year to supporters and the public.
- Assist the Marketing and Communications Teams with the creation of fun and eye-catching social media graphics.

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- Work with the Creative Lead and commercial team to create new retail ranges and point of sale graphics. Apply artwork to product templates and save for print while following print specifications.
- Help deliver the creative requirements for the upcoming Gromit Unleashed trail. Work with the Creative Lead to manage the artists and delivery of the sculpture designs, apply artwork to products and assets using the trail brand guidelines.
- Meet regularly with the Creative Lead to discuss projects and cover the days when the Creative Lead is absent from the office.

Personal specification

(E = essential D = desirable)

Experience and Knowledge

Importance	Criteria	Assessment
E	Confident in the use of Illustrator, InDesign and Photoshop and able to work on a Mac.	Application Interview
E	Experience using style guides and following brand guidelines.	Application Interview
E	Previous experience with templates, product design and sending artwork to print.	Application Interview
E	2 or more years working either in-house or as a freelance designer.	Application Interview
E	Excellent proof-reading skills with an eye for detail and content checking.	Application Interview
D	Illustration skills.	Application Interview
D	Experience with other creative programs (for web), photography or videography.	Application Interview

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Skills and abilities

Importance	Criteria	Assessment
E	Ability to bring creativity and ideas to projects, following briefs but also injecting your own style and eye for design.	Application Interview
E	Excellent organisational and time-management skills with the ability to prioritise conflicting demands whilst maintaining accuracy and attention to detail.	Application Interview
E	Strong communicator with the ability to work independently as well as collaboratively, using initiative and sound judgement.	Application Interview
E	Empathy with the aims, objectives and activities of the charity.	Application Interview
E	An approach to mirror our values: supportive, professional, collaborative, creative and confident.	Application Interview
D	Experience working in a charitable organization.	Application Interview

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Other requirements of the role

Importance	Criteria
E	Cooperate and support the wider team. Undertake mandatory training as required by the charity.
E	Prepared to travel to events and work outside of normal working hours. TOIL will be provided in most circumstances
E	Responsible for being up to date with and adhering to current policies, procedures, and relevant legislation.

How to apply:

Send your completed application form, a copy of your CV and a link to your design portfolio to jobs@grandappeal.org.uk

Closing date for applications: We will be interviewing on a rolling basis and the vacancy will be closed when a suitable applicant has been appointed. Final closing date is 7 July 2024 at 11:59 pm.

For an informal discussion or any questions regarding the role, please contact Emily Twomey on emily@grandappeal.org.uk

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