

COPYRIGHTAGENCY

GRAPHIC DESIGNER

- Parental leave cover, part-time contract for 12 months
- In-house graphic designer
- Work with an organisation that supports creators

About the role

This is a 12-month, part-time contract role, providing relief for parental leave. The Graphic Designer is responsible for developing content in-house for a variety of our products, including internal and external publications.

Duties

You will have varied responsibilities and no two days will be the same. Some typical tasks include:

- Deliver creative solutions across the business
- Collaborate with internal stakeholders in the development of creative briefs
- Create and update Copyright Agency collateral based on the style guide
- Source, brief and coordinate external suppliers as required
- Project management for various campaigns
- Manage the internal briefing process
- Ensure creative content is shared as per guidelines
- Create run sheets, briefing documentations, release forms

About you

You will hold previous experience working as a graphic designer with demonstrated proficiency in Adobe, Photoshop and Illustrator. You have experience in HTML, CCS, SEO campaign creative and content management systems (such as Wordpress and Mailchimp). You are creative and innovative in your approach to work, with a focus on achieving high levels of customer satisfaction. You will be able to take direction, and work collaboratively within a small team and wider organisation. You consistently own your tasks and take responsibility for all aspects of your work. You know how to deliver on-time with your superior organisational and time management skills. You have a genuine interest in arts and culture, and a passion for design.

About us

The Copyright Agency is an Australian not-for-profit organisation that represents over 40,000 members across the publishing, media, visual arts, education and surveying sectors. We license copyright material so organisations can legally reuse content created by others, and be confident that creators are being compensated fairly for their work. We also manage the Resale Royalty Scheme for artists. The Copyright Agency's Cultural Fund provides grants to organisations and individuals to help enrich Australia's cultural life.

www.copyright.com.au

How to apply

Please submit your application using our online recruitment system at

<https://copyright.elmotalent.com.au/careers/copyright/jobs>.

You will be required to provide your resume and a covering letter that addresses the criteria in the 'About you' section. Applications that fail to address the criteria in a covering letter will not be accepted.

Applications close Friday, 7 December 2018.

All applications will be treated with the strictest of confidence.

Copyright Agency encourages applications from Aboriginal and Torres Strait Islander people.

To be eligible to apply you must have an appropriate Australian or New Zealand work visa.

Only successful applicants will be contacted.