

Department:	Brand & Marketing
Reporting to:	Head of Creative Solutions
Contract type:	12-months fixed term, full-time

Working at Mary's Meals International:

Our mission, vision, and values are at the very heart of everything we do here at Mary's Meals and working for Mary's Meals International is so much more than a career opportunity, we offer the opportunity to support our global movement in a dynamic, flexible and inclusive environment with a real focus on personal and professional development. We believe in the innate goodness of people, respect the dignity of every human being and family life and believe in good stewardship of the resources entrusted to us. In line with our values, Mary's Meals is fully committed to a culture of safeguarding.

Role purpose:

The Graphic Designer will work within the Mary's Meals International Creative Solutions team, using their skills and expertise to create engaging and compelling design solutions for both digital and print media applications. Under direction from the Head of Creative Solutions and working together with stakeholders across the organisation, the graphic designer will work to develop our visual identity and brand application across both internal and external projects.

Key responsibilities & activities:

- To work within the Creative Solutions team to ensure Mary's Meals visual identity and brand is engaging, compelling and consistent across all implementations.
- To execute requests for graphic design work from our National Affiliates, Programme Affiliates and Mary's Meals International respectively.
- To support the introduction of new design practices and processes as defined by the Head of Creative Solutions to ensure that design development and production workflows are efficient, effective and fit-for-purpose.
- To contribute to the design, development and production of global MMI driven initiatives and campaigns.
- To maintain our centralised files and design asset bank for all creative collateral.
- To provide support and training on design best practice across the organisation as required.
- To develop creative ideas and concepts choosing the appropriate medium and style to meet project requirements and objectives.
- To collaborate with the wider marketing team on developing asset banks for digital use, for example infographics, landing pages, social media assets and email design.
- To deliver internal and external design toolkits as required.
- To keep ahead of industry innovations and trends ensuring that all creative output takes into considerations channel distribution, evolving technologies and target audiences.
- To work with Mary's Meals affiliates to support their design needs and to offer advice, insight and guidance on best-practice.

- To collaborate with the Video Producer and Assistant Video Editor on cross-functional projects that require design input or contribution.
- To present and communicate engaging creative concepts and ideas effectively to peers and senior leadership as required.
- To liaise with external printers as required to ensure deadlines and quality control standards are met.

Skills & Experience Required:

- Excellent working knowledge of Adobe creative suite, primarily InDesign, Photoshop and Illustrator.
- 3 years relevant professional experience, or equivalent, working in a graphic design role within a design team and under creative direction, this experience must be accompanied by a strong design portfolio.
- Experience of developing and working within brand and visual style guidelines.
- Experience in executing project briefs, stakeholder management and delivering to project deadlines.
- Capable and competent working in a fast-paced environment with experience in Agile working methodologies.
- Proven track record in developing design projects from concept to completion.
- Experience managing external relationships with printers & suppliers.
- Excellent visual communication skills with the ability to present ideas and deliver designs with high visual impact while working to agreed timelines and deadlines.
- Exceptional creative flair and an innovative approach to all design projects from concept to output.
- Excellent organisational, time and project management skills.
- Excellent attention to detail.
- Comprehensive understanding of core design principles and fundamentals, particularly with regards to layout and composition.
- Ability to develop and work to brand guidelines, while constantly aiming to innovate and progress the brand overall.
- Excellent working knowledge of Adobe creative suite, primarily InDesign, Photoshop and Illustrator.
- Excellent photo-editing and post-processing skills.
- Excellent typography skills and robust understanding of how to use type to drive action.
- Strong collaborative working skills – working well with external and internal teams and suppliers.
- Articulate and comfortable with industry terminology when communicating complex technical design problems and potential approaches to the wider Creative Solutions team.
- Knowledge of print processes and familiarity with traditional print techniques and general print production.
- Experience of working in a confidential and discreet manner complying to all data protection policies.
- Knowledge of Premier Pro and After Effects would be beneficial but not essential.

Qualifications:

- Degree or HND in graphic design or a related discipline or with significant relevant professional experience.
-

All MMI employee are expected to undertake the following general duties:

- Work within the framework of the Mary's Meals mission, vision and values.
- Work towards achieving department strategy, operational plans and objectives.
- Ensure familiarity with and adhere to all MMI policies and procedures.
- Undertake and apply learning from appropriate training and development programmes.
- You may be required to travel to countries where Mary's Meals operates.
- Understand and uphold the standards outlined in MMI's Safeguarding Policy, acting with due care and attention to safeguard anyone that comes into contact with our work.

Mary's Meals 7S Competencies:

As an employee Mary's Meals International, you have a responsibility to approach your role in line with our 7S competency model.

Self	<ul style="list-style-type: none">• I build and demonstrate resilience• I lead by example• I am authentic and true to Mary's Meals values• I develop myself and set stretching goals
Service	<ul style="list-style-type: none">• I have a vocational attitude to my work• I inspire hope in others• I build belief that even difficult challenges can be solved• I am committed to serving and enabling all who want to be part of the global movement• I work to ensure our future will be even better than our past
Simplicity	<ul style="list-style-type: none">• I communicate effectively• I follow clear decision-making criteria• I create plans that are easy to follow and contribute to organisational goals• I embrace inclusivity and diversity• I focus on delivering results
Stewardship	<ul style="list-style-type: none">• I pay attention to the things that matter most – (a) our physical resources; (b) our people• I nurture, develop and respect our relationships with external stakeholders• I deliver on my promises• I am happy to be held accountable and to hold others to account
Strategy	<ul style="list-style-type: none">• I have a point of view about the future• I know our stakeholders and see our priorities clearly• I help others to work in ways that have the greatest impact• I work to deliver my objectives
Strengthen	<ul style="list-style-type: none">• I contribute to a positive work environment• I help and support those around me
Success	<ul style="list-style-type: none">• I am a catalyst for change• I maintain my technical competence• I contribute to the success of my team• I am accountable• I embrace change

Changes to your role:

As our organisation evolves and grows, your job description may need to be reviewed and if appropriate, changed. These changes may be initiated by you or your manager but always in consultation with you and your job description may also be reviewed as part of your annual PDR process.

