

AVONDALE STUDENT LIFE LEADERSHIP POSITIONS

Position: Student Publications Graphic Designer

Supervisor: Student Life Co-ordinator

POSITION PURPOSE:

The Student Publications Graphic Designer, in consultation with The Student Publications Editor, will be responsible for the design and layout in all student publications, *Voice* and *The Jacaranda*, for Lake Macquarie and Sydney Campuses.

KEY RESPONSIBILITIES:

- To work collaboratively with the Student Publications Editor.
- Compile content and develop visual concepts for student publications such as *Voice* and *The Jacaranda*.
- Along with the Student Publications Editor, assist in managing all printing arrangements.
- To participate in and contribute to ASL events e.g., Orientation welcome team.
- Attend Student Publications team meetings.

RELEVANT EXPERIENCE:

The position requires a passion and commitment to good people skills and excellent design skills. The Student Publications Graphic Design will have strong organisational skills, be highly motivated and eager to learn.

- Preferably would have some experience in working in a team environment.
- Familiarity with design software and technologies such as InDesign & Illustrator.
- Leadership skills.
- Team development and empowerment skills.
- Background and skills in journalism, communication, and graphic design skills.

PERSON SPECIFICATION:

- Uphold Avondale's mission, vision, values, and ethos.
- Strong people skills.
- Ability to work as part of a team and equally well working independently.
- Good communication skills.
- Needs to be a highly dedicated, organised and trustworthy person.
- Ability to work to tight deadlines.

KEY OUTCOMES:

- To follow deadlines in producing student publications.
- Ensure effective planning and coordination of Avondale student publications.

REMUNERATION:

The remuneration for this position is two hours paid each week during the semester (up to 13 weeks).