

Title Junior Graphic Designer
Team Digital and Engagement
Manager Digital and Engagement Manager



ABOUT BUCS

For over 100 years British Universities and Colleges Sport (BUCS) has been at the forefront of university sport in the United Kingdom.

Our ambition is to deliver exceptional student sporting experiences that inspire, develop and unite.

BUCS works with its member institutions to get more students active more often, through traditional competitive sports and providing physical activity opportunities.

By joining us, you will be a part of a vibrant and inclusive community, working to inspire and engage students across the nation.

JOB DESCRIPTION

Main Purpose(s)

BUCS is seeking a creative and innovative Junior Graphic Designer to join the Digital and Engagement team and contribute to the creation of dynamic designs that align with all areas of the business. Whether you're an experienced designer or recent graduate you'll have a love for all things design.

As a Junior Graphic Designer, you will collaborate closely with the Digital and Engagement Manager to produce work of the highest quality. The Junior Graphic Designer's primary objective will be to develop impactful designs that effectively represent and promote our company's vision across social media, email, website, printed materials, etc.

Main duties and responsibilities

- Develop innovative designs within project constraints (brand guidelines, time, etc.).
- Developing concepts, graphics and layouts for a range of collateral including physical print materials, presentations, social media, etc.
- Alongside the Digital and Engagement manager, take ownership over the 'house style', ensuring all content is consistent and within brand guidelines and act as the brand champion.
- Liaise with external agencies such as printers and design companies.
- Collaborate with other departments to understand their project requirements.
- Create user friendly templates in user friendly platforms e.g. PowerPoint.

Other

- Professionally represent BUCS at all times.

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PERSON SPECIFICATION

BUCS is a Disability Confident Committed and Equal Opportunity Employer. We value diversity and are committed to fostering an inclusive and supportive work environment. We make all employment decisions without regard to age, national origin, race, ethnicity, religion, belief, gender, sexual orientation, disability, or any other characteristic protected by law.

Research shows that some people don't apply for a role if they feel they do not meet 100% of the person specification. We encourage you to apply for this role if you feel you meet the key skills and knowledge listed below, even if you feel you do not have all of them. We are passionate about identifying the right people to help us develop and thrive.

Essential knowledge or experience

- Demonstrable graphic design skills with a strong portfolio.
- A strong eye for visual composition.
- Ability to maintain brand guidelines and create a consistent visual theme across channels.

Essential skills and abilities

- Ability to collate and present written information.
- Ability to learn, develop quickly and provide collegial support to other members of staff.
- Excellent communication skills both written and verbal.
- Flexible and conscientious approach to work.
- Knowledge of the Adobe suite (Photoshop, Illustrator, InDesign, etc.)
- Time management skills.

Desirable knowledge or experience

- Previous experience in a similar role (not essential).
- Understanding of current social media trends.
- Understanding of digital marketing, its values and purpose.
- Motion graphics experience.
- A knowledge of sport.