

Graphic Designer

Salary: £30,000 - £32,500 per annum depending on experience

Perm Full time - 35 hours per week

Hybrid Working – Home Based/Princes Risborough

We're Association for Project Management (APM). We're a professional membership organisation that sets the standards for the project profession. As a registered charity, we reinvest our surplus for the benefit of our members and the profession. We deliver education and develop qualifications. We conduct research and provide knowledge and resources. We run events and share best practice. We give people the opportunity to connect and provide community for our individual members and corporate partners, wherever they are. Above all, when doing so makes a difference, we challenge the status quo.

Job Role Overview

A fantastic opportunity has arisen for a Graphic Designer to join our team here at APM.

The Graphic Designer will work with the Brand Manager and wider Marketing function, plus a team of externally contracted consultants to deliver creative elements and key collateral for marketing and communications activities in support of APM products and services.

This role will include providing the business with internal design support for the Marketing team and wider business to maximise the take up of APM products and services.

The successful candidate will be responsible for in house design requests across print, digital, animation and video.

Experience and knowledge

- Experience working in a similar role
- Experience of designing multi-channel creative for all media types
- Stakeholder management experience
- Experience with photo or video software (e.g. Adobe Premiere Pro or Photoshop)
- Copywriting skills and excellent written and verbal communication skills
- Understanding of the latest marketing tactics

Skills

- Adobe CC suite including Photoshop, InDesign, Illustrator, After Effects, Premiere Pro
- Strong communication skills
- Excellent organisational skills
- Good PC skills including Word, Excel, PowerPoint
- Strong teamworking skills

Why APM?

We're Association for Project Management (APM). We're united in our aim to help project professionals around the world deliver better projects, setting the highest standards for the industry. Ask our people what's great about working here and the views are unanimous. You'll be joining a community that's friendly and caring. We believe that good communication creates a culture that's open and fair. We ensure everyone at APM, regardless of their role, has a voice and knows they'll be listened to and treated with respect. We see everyone as individuals and champion diversity and inclusion, both within APM and across the wider project profession. You'll work in a collaborative environment that's thoughtful, considerate and positive. You'll be supported by your team and across departments so, together, we meet the high standards we set ourselves.

If you are interested in this opportunity and feel you have the necessary attributes, skills and expertise for the role, please send your CV and covering letter to e-mail: recruitment@apm.org.uk

We reserve the right to close the vacancy once we have received sufficient applications, so please be advised to submit your application as early as possible

At APM we are open to talking about flexible working arrangements and reasonable adjustments please reach out to discuss further.

Main benefits at APM:

- 25 days holiday (excluding all public holidays). This increases after four years' service.
- Private healthcare and dental cover is available after completion of six-month probationary period. APM pays the premium for the employee. This becomes a 'benefit in kind'.
- Pension scheme offered in line with auto enrolment with up to 8% contribution from APM.
- Company sick pay scheme.
- Life assurance at four times the salary.
- Salary sacrifice schemes – pension, cycle to work scheme, additional annual leave (up to 10 days).
- Free parking on site.
- Employee Assistance Programme.
- Performance Related Pay (PRP) scheme. The discretionary bonus will take account of individual performance as well as APM's overall financial performance.
- One paid volunteering day per year.
- Hybrid/flexible working options are available dependent on job role. However, there is a requirement to come into the office 4 days per month.

