# GRUNDSTEIN GLOBAL

**Member Role: Advanced Graphic Designer** 

#### **About Grundstein Global**

Grundstein Global is a community, and your personal network, of highly motivated and talented students. The community is shaped and run by its members.

Our mission is to create a community for ambitious, talented and globally minded individuals who can inspire one another to excel in their chosen career paths and build lifelong relationships.

#### Why Join Us?

The environment of a person profoundly shapes the path they take. More importantly, the people one spends time and works with heavily influence one's entire life. By joining Grundstein, you will be surrounded by eager and talented people from different fields. This will influence your ideas, the way you work, the possibilities you have.

Grundstein does not only connect you with successful people. It also drives you to be more successful.

# **Primary Role Description**

We are looking for a Graphic Designer that has exceptional skills to add to our talented creative design team. The Graphic Designer will partner with cross-functional teams to execute graphics to build our brand identity, create marketing campaigns, do UX design to build our website and evolve the Grundstein Global brand. The primary responsibilities of the Graphic Designer are to design, build and launch creative content in a wide variety of mediums.

The member's responsibilities include, but are not limited to:

- 1. Oversee capacity planning, creative development and delivery for all assigned campaigns
- 2. Develop people as your core management responsibility, strengthening competency and growing talent within the team
- 3. Partner with the Marketing and Communications team to develop and implement a wide range of communications and outreach efforts
- 4. Manage, prioritise, and execute multiple projects from concept to completion to ensure they are all delivered to the highest standard
- 5. Understand and help with establishing the overall marketing messaging and how this relates to creative output
- 6. Coordinate with other graphic designers to ensure all assets are aligned
- 7. Prepare and revise files for production process and meet project deadlines
- 8. Build, follow and maintain brand guidelines to promote the best visual design practices

# Wider Responsibilities

As a member of Grundstein Global, you are expected to support the running and development of the community through accepting and creating tasks/projects related to your area(s) of expertise, or an area you are interested in.

# Requirements

## Basic Requirements:

- 1. Currently enrolled in a full-time undergraduate course
- 2. Strong communicator
- 3. Excellent teamwork skills
- 4. Good work ethic
- 5. Globally minded
- 6. Engaged in extra-curricular activities

# Role Requirements:

- 1. Online portfolio showcasing relevant projects that demonstrate the designer's creativity and process
- 2. Strong knowledge of Visual Design, knowledge of layout, color, typography theory, combined with a positive can-do' approach
- 3. Knowledge of creating website mock-ups
- 4. Excellent knowledge of Adobe Creative Suite (Photoshop, Illustrator, InDesign, etc.)
- 5. Basic skills in using Microsoft Office Suite (Word and PowerPoint) -
- 6. Well organised and detail-oriented
- 7. Effective communication skills, ability to verbalise ideas and concepts
- 8. Collaborative spirit, ability to work with departments remotely
- 9. A genuine passion for all things design related with a relentless desire to push the boundaries and create great work

#### Preferable, but not required:

- 1. Proficient with HTML/CSS literacy, and knowledge of best practices
- 2. Currently enrolled in a graphic design-related undergraduate course