



Department
for Work &
Pensions

KICKSTART SCHEME

DWP Bid Unique Identifier KS26DF4DCF

Job Placement title Junior Website and Graphic Designer

Company name Garrett Creative Ltd

Job Placement summary (Outline of the job description including key responsibilities and detail of the skills the young person will develop. Please provide as much detail as possible Please do not use bullet points)

Garrett Creative is an independent design studio and creative agency based at the Future Leap in Bristol; the UK's first carbon natural business hub. We partner with forward thinking organizations and non-profits to support a range of design and creative activity across branding, web design and marketing.

Our clients include a diverse array of interesting businesses, ambitious entrepreneurs and disruptive start-ups. We also believe in using our creative skills to enable our heroes in the third sector; whether that's to support their fundraising campaigns, provide resources that they do not have internally or simply to help them bring about positive social change.

We are looking for an imaginative and technically competent designer with a specific interest (and experience) in web design and development. Someone who can hit the ground running and deliver a range creative projects from day one. You will need a strong understanding of web design, layout, typography and information hierarchies. Problem solving, visual communication and effective research skills are also required.

Your day to day activity will be varied; working alongside our Creative Director and wider design team you will support project delivery on work including website design, website development and publication design. You will also support copy writing, research projects, business marketing and other ad-hoc tasks associated with the wider creative industry.

Personal attributes: A positive 'can-do' attitude and strong work ethic, interpersonal skills and the ability to work in a team, the ability to work independently and use your initiative, the desire to learn and develop your creative/technical skills. An interest in social impact projects is also desirable.

Salary and benefits: National Living Wage, 20 days holiday (pro-rata) + bank holidays, access to training materials tailored around your career development goals, 1-2-1 mentoring with our team of experienced creatives, involvement in a range of interesting and challenging creative projects, a fantastic working environment at the Future Leap Hub in Bristol (with complimentary hot drinks and discounts on an amazing range of food), and the opportunity to attend sustainable networking and educational events.

Essential skills, experience and qualifications (please do not use bullet points)

A bachelor's degree (or equivalent qualification) and professional experience in Web Design and Graphic Design, with a supporting portfolio that demonstrates your ability across a range of professional projects.

Intermediate knowledge of HTML and CSS.

Experience across the Adobe Creative suite, ideally in a professional environment. Intermediate knowledge of WordPress, Adobe XD, InDesign, Photoshop and Illustrator is highly desirable, although training and support will be provided.

An understanding of how to interrogate a creative brief and research effectively.

The ability to work under pressure and meet tight deadlines.

A good understanding of word processors and spreadsheets (Microsoft/Google).



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Job category (DWP use only)

Number of hours per week 30 hours

**Working pattern and
contracted hours** (including
any shift patterns) 9:30am - 6:00pm (Monday to Thursday)

Hourly rate of pay National Living Wage

Details of employability support (training opportunities/mentor)

Future Leap (Gateway organisation) has partnered with Weston College in order to access their Kickstart Plus programme. All Kickstarters will therefore receive employability skills training, see pdf

Closing date for applications: 31/07/21