

PTW Volunteer Position Description

PTW Magazine Graphic Lead

Location: International (No specific location required)	
Contact Type: Remote or Online	
Team/Department: Creative Design	Position Manager: Creative Director
Weekly Volunteering Hours: 3	Volunteer Day(s): Non-specific/flexible
Duration: Ongoing part-time	
Application Closing Date: dd/mm/yy	
Additional Requirements: Nil	

PTW Overview:

PTW is a 100% volunteer run and operated international aid organization. Our aim is to provide the world with access to quality education and facilitating healthier lifestyles. Through a network of skilled volunteers, we deliver a range of health and education initiatives at the individual, community, and global level. For more than a decade PTW has utilised emerging technologies to deliver our health and education initiatives, meeting the needs of an increasingly connected world.

Position Overview:

This role requires an individual with excellent 2D graphic design and digital illustration skills married with strong leadership and management experience. PTW Magazine is a flagship within the publications arm of PTW's health and education work. As the PTW Magazine Graphic Design lead, you will need a strong understanding of editorial work and lead a small team of designers to take written publications, promotions and infographics into a visually impressive online digital magazine.

Role Type:

This is a virtual and remote role, where the successful candidate is required to be available to conduct the relevant functions on a regular basis. Reliable access to internet, and a computer, in line with OHS workplace guidelines is essential.

Role Opportunity and Responsibilities:

This role has several responsibilities including:

- Liaising and collaborating with PTW Global Enlightenment content writers to ensure content is represented visually in a digital magazine format every 2 months.
- Manage and lead a small team of graphic designers dedicated to PTW Magazine's creative design
- Bring creativity, innovation and excitement to the visuals of the magazine whilst remaining within the brand design guidelines and PTW policies and procedures
- Guide, support and teach junior graphic designers on skills and techniques to improve visual imagery
- Ensure the visual content of PTW instils and promotes the values of health, education and volunteering that PTW drives and inspires

Who This Role Is Suited For:

This role is suited for individuals with strong and proven experience in management, along with working in a professional graphic design and publications or editorial role.

Desired Skills/Qualities:

- Strong management skills
- Strong verbal and written communication skills
- Strong digital literacy skills
- Document management skills
- Strong process management skills
- Strong Adobe InDesign skills and access
- Strong Adobe Illustrator skills and access

About You:

You will enjoy working in a fast-paced environment with a passion for visual imagery, creative design, and artistic representation. You have a passion and interest for health, education, and volunteering; and enjoy the creative opportunity to represent and communicate this through outstanding and attractive graphic work. You are proactive, dedicate and able to juggle priorities whilst also knowing how to be flexible and adaptable to challenges or roadblocks in the development process. You have excellent communication skills and don't need to wait to take action where needed.

What You Can Look Forward To When You Join Us:

As part of PTW you will get the opportunity to:

- Learn and develop from other professionals and leaders in the industry
- Have the opportunity to be empowered to changing lives
- Be part of a like-minded team of volunteers from all over the world
- Attend all PTW Community Engagement events for free
- Flexible volunteering opportunities
- Feeling satisfied and positive that you're volunteer efforts are contributing to improving the health and education of those who need it