



Graphic Designer

Volunteer Position (Sydney)

The Refugee Council of Australia (RCOA) is the national umbrella body for refugees, people seeking asylum and the organisations and individuals who work with them. RCOA promotes the adoption of humane, lawful and constructive policies by governments and communities in Australia and internationally towards refugees, people asylum seekers and humanitarian entrants.

RCOA is seeking a self-motivated, organised and creative volunteer Graphic Designer. They will have an eye for detail, experience using and access to Adobe Suite (InDesign, Photoshop or Illustrator). The volunteer can work remotely and based anywhere in Australia.

Duties

- Design publications and digital materials in line with RCOA's brand guidelines.
- Update existing communications collateral (brochures, forms, reports, certificates etc).
- Designing or updating info graphics and other design elements
- Potential for basic social media design (Facebook, Instagram, LinkedIn, Instagram)
- Participate in project meetings.
- Assistance with other projects or urgent tasks required to complete other projects.

Skills required

- Experience using and access to Adobe InDesign Suite, Photoshop, Illustrator to design creative content for flyers, brochures, multipage publications, social media etc.
- Proficient in Microsoft Office Suite
- Time management and organisational skills.
- Ability to working independently

Commitment:

- The position is an ongoing volunteer opportunity and requests will be adhoc. Initial work may be approximately 5 hours a week.

How to apply

To apply, please send a current including referee details and a covering letter explaining why you would like to work with RCOA. Please also include a sample of your work/portfolio.

Please send these to manager@refugeecouncil.org.au