



JOB DESCRIPTION

Job Title:	Graphic Designer
Salary:	£30,000 per annum
Contract Type:	Permanent
Department:	Communications Studio
Reports to:	Heads of Communications/Head of Design
Hours:	Full-time; Monday to Friday, 10am-6pm

The Architectural Association was founded in 1847, opening as a day school in 1901. The AA is committed to public benefit attained by the learning, teaching, discussion and promotion of architecture. The School is recognised as a worldwide leader in architectural education, with graduates that include many of the world's leading architects, scholars, critics and educators. The academic and professional programmes of study at undergraduate and postgraduate levels, up to and including doctoral level, are validated by external professional and academic bodies.

The AA is made up of countless projects, personalities and audiences. The AA is unique in that we are more than just a school but a worldwide association, made up of members and visitors and an unrivalled public programme of lectures, exhibitions, publications and special events, all of which set the backdrop for full-time foundation, undergraduate - and graduate-level study at our campuses in London and Dorset. In addition, each year short courses and global schools in the AA Visiting School bring together students and teachers in more than 50 locations across five continents. Whether at Bedford Square or abroad the AA's teachers and staff provide students with expertise, encouragement and support across all levels of education. Given the fact that 85 per cent of our students (and a similar percentage of tutors) come to London from abroad every autumn, we really are a school unlike any other.

Role Overview:

The Graphic Designer will be required to develop projects from concept to delivery, create original artwork and designs, in digital and print, and to create material that communicates information and ideas for the school both to internal and external audiences.

Administratively, the appointed candidate will report directly to the Head of Communications whilst working under the Head of Design for the majority of projects. The role is key in the delivery of graphic output that the AA School is known for worldwide and to continue and enhance the cultural production within the school.

The Communications Studio is responsible for overall school communication as well as the design and production of all content generated within the AA, both internally and externally. The studio has

been relaunched and it is an exciting time to join the team and take part in the future identity for the next steps in how the AA communicates its work to a larger global audience.

Main Duties and Responsibilities:

- Assist with the project management of design projects from concept to delivery working alongside the Senior Graphic Designer and Head of Design
- Design and production of invitations, posters, merchandise, books, catalogues, journals and other media through to production for AA Communications and AA Publications
- Coordination with external collaborators, printers, web developers and student assistants
- Design and production animations for social media, website and all other channels
- Design and production of digital aspects for communication channels
- Assist with the website design and other digital deliverables for all platforms
- Conduct research for Communications studio projects
- Develop the day-to-day activities, assets and projects within the studio such as graphic content for e-newsletters, website, intranet and all other digital and print communications
- Create graphic content working with other departments such as Public Programme, Admissions, Academic Programmes, Visiting School, etc.

Person Specification

Knowledge, Skills and Experience

We seek a creative, ambitious graphic designer with an ability develop projects including publications, the new AA website, the school Prospectus and Annual Review, content for our Public Programme and Visiting School while overseeing the day-to-day projects carried out by the Communications Studio design team. The AA is a dynamic institution that requires an individual that is excited about and will engage with the culture of the school. As the AA is a deadline driven design environment the candidate will need to occasionally be flexible with hours. Finally, a person that enjoys working in a team-driven collaborative environment and the sharing of ideas about the ways in which we graphically promote the AA.

- BA/MA in graphic design or equivalent
- Have proficient knowledge of current design software, such as Adobe Creative Suite (InDesign, Adobe Illustrator, Photoshop, XD), Cinema 4D and fluency in web design. Familiar with Final Cut and Premier Pro.
- Is creative, self-motivated and enjoy working with others
- Have an interest in architecture, contemporary art and design
- Should be able to clearly communicate – in both spoken and graphic languages. Therefore, excellent spoken and written English is essential
- Have a flexible attitude
- Knowledge of HTML and CSS would be an added advantage
- Knowledge in 2D and 3D animation, motion graphics, illustration and CGI would be an added advantage
- Strong creative judgment and visual styles
- A strong eye for visual details and technical ability
- An ability to work in a team environment, coordinate with multiple departments and meet required deadlines

How to Apply:

Please apply by email by the closing date to recruitment@aschool.ac.uk stating the job title in the subject heading.

Please include in your application:

- Application Form
- Full CV
- Covering letter/email highlighting why you feel you are the right person for the role
- A portfolio, that demonstrates outstanding design ability and a keen eye for typography. Please submit this in PDF format (max size 10MB). Do not submit portfolios through file-sharing platforms.

Invitations to first interview will be issued by email after the closing date. Please note only successful candidates will be contacted.

Thank you for your interest in the AA and this role.

Please note that it will not be possible for the AA School to issue a Certificate of Sponsorship for successful candidates as this role does not fall into one of the standard occupational codes deemed eligible for sponsorship by UK Visas and Immigration. Successful candidates will therefore need to be eligible to work in the UK or have limited leave to remain in the UK and associated right to work for the duration of their employment with the AA School, in accordance with the Immigration, Asylum and Nationality Act 2006.

The Architectural Association School of Architecture aims to create conditions that ensure staff and students are treated solely on the basis of their merits, abilities and potential, regardless of their gender, race, religious/political beliefs, ethnic or national origin, disability, family background, age, sexual orientation, or other irrelevant distinction.