

Job Description

Junior Graphic Designer



JOB DESCRIPTION	
Job Title	WRU Junior Graphic Designer
Salary	Band 6 (circa £16,205 per annum)
Location	Principality Stadium, Cardiff
Hours of work	Monday – Friday 9am – 5pm Plus occasional evenings, weekends where appropriate to support events.
Responsible to	Marketing Manager
Responsible for	Support on all WRU Group Design and Campaign work
Contractual Status	<ul style="list-style-type: none"> • Permanent, Full Time • Subject to 6 month probationary period
Role Summary	To provide all creative and design assistance to the in-house Graphic Design Team for the WRU Group within the Commercial Team responsible for the Group's creative services from high profile match ticketing campaigns to small one-off jobs.
Key Relationships	<ul style="list-style-type: none"> • Marketing Officers / Brand & E-Commerce Officer • Retail & Licencing Manager • Hospitality Manager • Sponsorship Manager • Group Sales & Operations Manager
Key Responsibilities, Tasks and Activities	<ul style="list-style-type: none"> • Support in designing creative for all international integrated match ticket campaigns e.g. 6 Nations / Autumn Series • Support in campaign artwork for all other WRU owned rugby events & products e.g. Judgement Day, Heineken 7s • Assist in production & direction of campaigns for community based rugby programmes • Assist in the provision of creative campaigns for other WUR Group commercial activities • Provide assistance to the Graphic Designer in the creation of match-day collateral such as in-bowl LED artwork, big screen adverts, event-day dressing creative • Assist in the production of Principality Stadium Experience creative material for match-day and non-match day events including WRU Hospitality material e.g. match-day hospitality packages, Business Club event room dressing and website ad content • Support the production of corporate branded material for WRU Group • Engage with Brand & E-commerce Officer to help create fully integrated media campaigns across the WRU Group platforms

JOB DESCRIPTION	
	<ul style="list-style-type: none"> • Responsibility for proof-reading & checking details on all creative output in English & Welsh with the Graphic Design Team • Any other duties which may be required from time to time as directed by the Graphic Designer or wider team. • Carry out duties to help support the WRU/PS mission statement in line with the WRU Group values
Continued Professional Development	<ul style="list-style-type: none"> • The WRU are committed to providing CPD for the successful candidate. We expect the successful candidate to undertake available training courses and research to enhance personal knowledge, skills and experience.

PERSON SPECIFICATION	
Experience	<ul style="list-style-type: none"> • Strong interpersonal skills and relationship management • A degree in graphic design • A knowledge of animation is advantageous but not essential • Work experience & portfolio of work is essential • A knowledge of rugby is advantageous • Ability to communicate and work through the medium of Welsh is desirable.
Skills & Qualifications	<ul style="list-style-type: none"> • Excellent IT Skills, specifically Adobe Creative Suite , Microsoft Word, Excel & PowerPoint • Ability to create & produce creative campaigns and creative artwork • Good written and verbal communication skills are essential • Good creativity & innovation with an ability to be self motivated • Excellent time management & organisational skills • Accuracy & attention to detail • An understanding of the latest trends and their role within a commercial environment • Good copywriting skills & the ability to take creative direction • An understanding of marketing across all media including social media campaigns • Professional approach to time and deadlines with the ability to work within a time pressured and reactive environment • Ability to interpret briefs accurately • The ability to create moving image graphics
WRU Group Values	<ul style="list-style-type: none"> • Excellence • Integrity • Success • Courage • Family • Humour <p>A copy of the WRU Group Values Document is available upon appointment to the role</p>
Other	<ul style="list-style-type: none"> • Valid UK driving licence is required

PERSON SPECIFICATION	
	<ul style="list-style-type: none"> • This role is subject to an enhanced DBS disclosure check • An understanding and commitment to equal opportunities in employment and sport • All employees must work in accordance with the Sustainable Development polices of the group • An understanding of individual responsibility in complying with the Health and Safety policies and arrangements

Acknowledgement		
Employee Signature:	Name:	Date:
Line Manager Signature:	Name:	Date:

The job description is subject to change pending review by the role holder and their line manager.