



## **CONTRACTOR – LINK! SRS FREELANCE DESIGNER – JOB DESCRIPTION**

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The freelance designer reports to the Educator Lead with the Link! SRS program.

### **MANDATE**

The designer will provide support to the Link! SRS departments administrative and design functions. Link! SRS provides sexual health support to children and adults and is currently redesigning its curriculum. The designer will assist the department to create new materials and products and ensure consistency following brand guidelines.

### **EDUCATION AND QUALIFICATIONS**

- College level diploma, certificate or related experience in graphic arts and/or design
- 1-2 years professional experience
- A strong portfolio – only candidates with a portfolio will be considered

### **JOB SKILLS AND ABILITIES**

- Proficient in MS Word and Excel
- Strong knowledge of Adobe Creative Suite, PowerPoint and Canva
- Excellent oral, written, facilitation and interpersonal communication skills
- Demonstrated teamwork, leadership skills
- Well-developed planning, organizing, controlling and administrative skills
- Sex positive lens around sexuality, reproductive rights and inclusion for all
- Comfortability in open discussions and viewing educational images and materials in the area of sexuality
- Understanding of accessibility standards in the industry and how to create materials for all learning styles
- Ability to mock-up concepts quickly and engage with the content

### **KEY RESPONSIBILITIES**

- Create multiple PowerPoint templates that will be used for teaching sexual health lessons
- Use lesson plan templates to create PowerPoint education lessons
- Create handouts for participants to view after they have completed sexual health lessons
- Create flyers and promotional materials
- Create sexual health illustrations and visuals (e.g., dating illustrations, genitals, contraception, all body types and abilities, etc.)
- Search for stock images that can be used for the program
- Ensure that products are accessible for individuals with diverse abilities
- Ensure products created are in line with current materials and branding guidelines
- Create additional assets as required to fulfill mandate

### **ADDITIONAL INFORMATION**

The ability to function independently and frequently under pressure is an ongoing expectation. All assets created will be property of posAbilities and the Link! SRS program.