



ROLE	Graphic Designer / Video Editor
HOURS	Part time - 2-4 hours per week.
Responsible to:	Media Manager and Trustees
TYPE:	Part-time, Volunteer

THE ROLE

Al Ummah Foundation is looking for a creative and organised individual, sympathetic to the charity's aims, to help design, create and manage the charity's graphics content for websites, leaflets and campaigns.

As part of the media team, the candidate will play a vital role in educating and raising awareness about the charity's work. The ideal candidate would also have some experience in video production and editing for social media.

MAIN DUTIES

- Conceptualise and design content for publications and campaigns.
- Work with briefs to prepare and create fresh designs for web, social media and print publications.
- To work as part of a team alongside the media manager and contents editor to produce high quality graphics content.
- Liaise with regional fundraisers in providing and facilitating design material for online and print campaigns.
- Ideally, on occasion produce video material showcasing charities work, islamic reminders and talks with captivating visuals.
- Undertake other ad-hoc duties, including answering phone calls and leafleting.

ABOUT YOU

- Significant work experience in print and web design. A design portfolio would be needed to showcase visual design skills and attention-to-detail.
- Proven experience using Adobe Creative Suite, including InDesign, Photoshop and Illustrator.
- Self-motivated and proactive. Willing to use creativity and innovation to promote projects and ideas.
- Understanding of typography and design layout.



- Have sound Islamic knowledge, ethics and understanding.
- Able to work well in a team, to work quickly, particularly in busy seasons, and show attention to detail.
- Respectful and strong communication skills.
- Ability to produce quick turnaround for the social media channels.
- Working knowledge of Adobe Premier Pro and After Effects is desirable.
- Knowledge of Arabic is desirable.

How To Apply

To apply for this role, email your CV and Covering Letter to **volunteer@al-ummahfoundation.org**

About the opportunity

Volunteering with AUF is an easy and a rewarding way to make a difference to the lives of many around the world. By volunteering, you will be able to directly support the charity and help develop your skills in the process. All of our staff and Trustees work on a voluntary basis. You will receive on-going training and supervision and, depending on the role, are checked with the Disclosure and Barring service (DBS).

Benefits

Through working with us our volunteers are able to develop a wealth of transferable skills that employers love (interpersonal, organisational, communication) and whilst making a significant difference.