



## **PREPARING YOUR JOB APPLICATION**

- To prepare your application please complete the following;
  - Review the mission and ministry distinctives outlined on page 2
  - Review the position description outlined on page 3 - 4
  - Develop a 1 – 2 page cover letter outlining;
    - Why you are interested in the role.
    - How you would fit with Compassion's organisational identity and culture and
    - How your skills and experience suit the role.
  - Develop a concise resume outlining your qualifications and employment history.
  - Respond to the screening questions in the online application form

## **CONTACT US**

- If you have any questions regarding the role, please email [peopleandculture@compassion.com.au](mailto:peopleandculture@compassion.com.au)

## ESSENTIAL INFORMATION ABOUT COMPASSION

### MISSION

Compassion exists to release children from poverty in Jesus' name.

### DISTINCTIVES

**Christ-centred:** We are dedicated to caring for the poor in response to God's call and giving hope to the hopeless by spreading the Gospel of Jesus Christ in an age-appropriate, culturally relevant and non-coercive way.

**Child-focused:** Children are the hardest hit by poverty, the least able to change their circumstances, and at the heart of Jesus' ministry. We address the holistic needs of the individual child so that they can become responsible and fulfilled Christian adults and change agents in their communities.

**Church-based:** We partner with local churches to implement our holistic child development model because they are uniquely placed to understand the real needs of their community and foster an environment of stability.

### STATEMENT OF FAITH

1. **WE BELIEVE** the Bible is the inspired, the only infallible, authoritative Word of God.
2. **WE BELIEVE** there is one God, eternally existent in three persons: Father, Son and Holy Spirit.
3. **WE BELIEVE** in the deity of our Lord Jesus Christ, in His Virgin birth, in His sinless life, in His miracles, in His shed blood for the remission of sins, in resurrection, in His ascension to the right hand of the Father and in His personal return in power and glory.
4. **WE BELIEVE** salvation is found only through Jesus Christ and requires individuals to acknowledge their sin, accept His forgiveness and repent.
5. **WE BELIEVE** that for the salvation of lost and sinful man, regeneration by the Holy Spirit is absolutely essential.
6. **WE BELIEVE** in the present ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a godly life.
7. **WE BELIEVE** in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life and they that are lost unto eternal separation from God.
8. **WE BELIEVE** in the spiritual unity of believers in the Lord Jesus Christ.
9. **WE BELIEVE** Jesus established the Church to carry out ministry on earth.

**Section:** Brand Experience

**Reports to:** Art Direction Lead

**Team:** Art Direction

### Primary Purpose

In response to God's calling and in the power of the Holy Spirit, the Digital Designer is responsible for design, developing and managing Compassion Australia's websites to implement integrated marketing plans that align with brand strategy and research insights, to drive brand awareness and grow supporter base.

### Key Accountabilities

- Responsible for designing and developing Compassion Australia's website and other digital platforms, to implement integrated marketing plans that align with brand strategy and research insights, to drive brand awareness and grow supporter base
- Deliver high quality digital design and development for our website, email marketing (EDM) campaigns and other digital platforms
- Work closely with the UX Digital & Campaigns and creative Content teams (Art, Narrative, Film), and collaborate within the Brand Experience Leads and other internal stakeholders to help develop an integrated digital user experience strategy aligned with Compassion's brand strategy and wider ministry goals
- Plan and implement changes, updates and/or enhancements to Compassion Australia websites by liaising with internal stakeholders, making changes as required and managing external vendors
- Establish and implement monitoring and evaluation processes to facilitate ongoing review of website
- Provide expert technical advice on current and future web trends, new technology and interactive design to internal clients
- Collaborate with BX Leads, Art Direction Lead and UX Digital & Campaigns Lead to identify and document web processes for training purposes
- Liaise with staff, Compassion International website specialists and external vendors to share ideas, resources and best practice
- Other duties as required within the scope of the role
- Develop wireframes
- Design and develop campaigns on our website and other digital platforms
- Maintenance of the digital brand guidelines and assets to ensure global brand consistency and integrity

### Selection Criteria (Job Specific Skills, Knowledge & Qualifications, Experience)

#### Skills - Essential:

- Web design experience combined with visual communication and design skills
- Ability to manage multiple projects under tight deadlines with effective time management skills.
- Technical skills in relevant design, UI/UX and development software (Figma, Sketch, InVision, Photoshop, Illustrator, Contentful, Salesforce, Marketing Cloud etc.)
- Web development skills (HTML, CSS, basic JavaScript)
- Experience working with source code management tools such as Git
- Strong understanding of UI/UX best practice and responsive design
- Ability to produce meaningful and effective design artifacts for complex transactional interfaces, taxonomies and metadata frameworks and templates for content management systems
- Strong planning and project management ability
- Strong interpersonal skills to develop and manage relationships with internal and external stakeholders, including technical specialists
- Ability to work to deadlines in a team environment
- Ability to maintain global brand standards

**Skills - Desirable:**

- Ability to train and/or coach others
- Responsive design, SEO & Google Analytics exposure
- Experience with the VueJS, JavaScript framework
- Experience with React JS
- Proficiency in E-commerce web design; payment gateways, Integrating CMS program and data feeds into website
- Animation skills
- Infographic design

**Knowledge - Essential:**

- Qualifications in multimedia, IT, web design or related field
- Knowledge of UI/UX design
- Knowledge of mobile internet technologies and systems
- Knowledge of marketing principles and processes

**Knowledge - Desirable:**

- Knowledge of global poverty and development

**Experience - Essential:**

- Substantial experience in website development and management role
- Project management experience, including management of external vendors

**Experience - Desirable:**

- Experience working for a Christian ministry or not-for-profit organisation

**Communicates with influence:** *Communicates with others in a compelling way, that leads to action and outcomes, ensuring alignment with Compassion's ministry values*

Success looks like:

- Positively influences, motivates and negotiates with team members and external partners to achieve outcomes
- Communicates with humility, grace and authenticity
- Pursues healthy and courageous conversations with team members, even in difficult circumstances
- Demonstrates active listening, seeking to understand the perspectives of others
- Communicates concerns or frustrations in a constructive manner
- Engages with communications across the ministry to ensure up-to-date knowledge and alignment

**Delivers on the strategy:** *Responsible for and committed to creating, leading and delivering strategic outcomes in accordance with the ministry strategy*

Success looks like:

- Is reliable and consistent in delivering on key objectives and responsibilities
- Meets deadlines and targets to deliver work on time, with a high quality
- Takes time to understand the strategies prior to delivering the task
- Demonstrates accountability for achievement of individual results

**Demonstrates business acumen:** *Learns and applies business principles and practices to deliver value, innovate processes and achieve results.*

Success looks like:

- Leads and manages projects and events in accordance with ministry methodology
- Understands our ministry context including our products, programs and supporter engagement
- Evaluates the success, value and effectiveness of projects and strategic initiatives
- Demonstrates awareness regarding external trends in discipline or industry, recognising how these may impact processes and functions
- Takes action to improve, innovate and transform processes
- Proactively responds and adapts to change, even when it's challenging
- Demonstrates digital knowledge and dexterity in order to engage with stakeholders

**Develops effective relationships:** *Intentionally builds healthy and authentic relationships that reflect our values and support ministry outcomes*

Success looks like:

- Pursues and achieves both effective working relationships as well as effective results and outcomes
- Demonstrates self-awareness and emotional intelligence that facilitates effective relationships
- Deepens relationships with internal and external partners through shared understanding and a posture of learning
- Readily receives feedback from both internal and external stakeholders, and actions accordingly
- Demonstrates empathy and care for others
- Puts Christ first in daily decision making

**Leads high-performing teams:** *Coaches and mentors team members, encouraging and challenging them to live out our ministry values and achieve results*

Success looks like:

- Recognises the importance and value of team work and actively participates in team projects
- Holds self and others accountable for performance and behaviours
- Actively seeks out feedback and coaching from others to improve performance and build team culture
- Collaborates with others within and outside of immediate team to achieve results