

## Multimedia Designer

### Who are we?

**VVOB – education for development is an international non-profit organisation with over 40 years' experience in strengthening the quality of education systems in Africa, Asia and South America in close partnership with ministries of education and their institutions. VVOB's Global Office directs, supports and coordinates the organisation worldwide.**

We implement our programmes and projects with one shared passion: to ensure the improvement of quality education. In striving for that ambition, we place our values 'commitment', 'integrity', 'respect', 'quality' and 'innovation' central.

Do you share our ambition to ensure that learners around the world can enjoy their fundamental human right to quality education, without exception? Are you convinced as well that quality education guarantees equal opportunities for everyone and is the key to a better world?

We are looking for a Multimedia/Graphic Designer to work from our Global Office in Nairobi, Kenya.

### Position in the organisation

The Multimedia/Graphic Designer is part of VVOB's Global Office communication team and reports directly to the Global Director of Engagement & Communication.

This position will work closely with the other members of the team in Brussels and Nairobi: the Storyteller and Digital Media Advisor.

You will also work closely with colleagues from the Programme Department and Operations Department in all countries. Responsibilities will include developing publications, visual assets and multimedia content for a range of audiences and channels.

### Result areas of this position:

- A consistent, high-quality visual identity across VVOB's internal and external communication products.
- Design of print and digital communication materials, including technical briefs, reports, presentations, event materials, infographics and social media assets that support VVOB's strategic communication objectives.
- Multimedia products, including video edits, animations and audiovisual assets where appropriate.
- Creative support to the Storyteller and Digital Media Advisor roles, translating communication concepts into engaging visual products for different audiences and channels.
- Well-managed visual assets, including the organisation's photo database, templates and design resources, ensuring they remain organised, searchable and accessible.
- Upkeep of VVOB's website by preparing, formatting and uploading visual and multimedia content, ensuring it is accurate, accessible, on brand and suited to the web.

- Efficient and transparent design workflows from request to delivery, ensuring timely production and collaboration.
- Technical input and quality assurance during the procurement and review of externally produced design and multimedia products.
- Stay current with the latest trends, technologies, and design best practices to ensure high-quality designs.
- Providing support across VVOB's global portfolio, with a particular focus on programmes in Africa, by translating communication objectives into high-quality visual and multimedia products that strengthen VVOB's visibility, reputation and brand.

## Who are you?

You are a multimedia or graphic designer with an eye for detail and a passion for creating clear, engaging visual communication. You know the difference between leading and kerning. Whether you're designing a technical brief, an infographic, event materials or social media graphics, you understand that good design helps people understand information more easily. You take pride in producing polished, accurate work and are comfortable working in a service-oriented role, managing multiple requests from brief to delivery. You work collaboratively, communicate openly and incorporate feedback to achieve the best possible result. While graphic design is your core strength, you are comfortable creating simple animations or editing short videos when they add value to a communication product.

### Required expertise and experience

- University degree in graphic design, animation, multimedia production, digital design, motion graphics, creative technologies, visual communication or a related field that included practical training in design, or equivalent professional experience.
- Minimum of three years of professional experience in print and digital design and layout, supported by a portfolio showcasing work for different clients.
- Proven proficiency in Adobe Creative Cloud, particularly Adobe Indesign. Proficiency in photo and video editing programmes desirable: Adobe Lightroom, Adobe Photoshop, Adobe Premiere Pro, Adobe After Effects and/or Final Cut Pro.
- Proven experience using Canva to create and maintain branded materials.
- Excellent computer skills in MS office.
- Experience applying and safeguarding brand guidelines across a range of products.
- Excellent planning and organisational skills, with the ability to manage multiple design requests and deliver high-quality work within agreed timelines.
- Strong attention to detail, with experience maintaining clear processes for organising, tagging, retrieving and managing visual assets or digital media libraries.
- Experience in audiovisual content development and production, including editing short-form video content, supported by a portfolio, is desirable.
- Fluency in written and spoken English.
- You are legally authorised to work in Kenya.