



Job Description for Graphic Design Apprenticeship

Overview

At Beyond Local, we provide a supportive environment that will allow you to flourish; so if you have a can-do attitude and are willing to demonstrate initiative, then this might just be the position you are looking for. We are a small and growing company so you can expect plenty of stimulation and challenges that will really stretch you and develop your career. If you've got the ability and desire to explore your ideas beyond that initial spark of inspiration and like nothing better than to collaborate with others then we'd like to hear from you.

We're looking for someone who is actively open to exploring and sharing ideas and who is enthusiastic about all things digital. You need to be a confident communicator, comfortable in expressing your opinion but also able to maintain an extremely professional attitude and do what it takes to keep our clients smiling and coming back for more. Our desire is to see you become a key member of the team as the business grows.

Vacancy Description

Our belief is that people learn best by doing. From early in your apprenticeship you will be asked to contribute your own design ideas and initiative and in return we will expose you to a wider range of duties and learning than you might encounter elsewhere.

This means that your job will include:

- Assisting with designing websites.
- Creating and updating graphics for both print and digital outcomes.
- Close collaboration with other team members.
- Working closely with clients to fulfil client briefs.
- Meeting deadlines.
- To work both independently and as part of a team.

We expect you:

- To put clients first in everything you do and put each client's needs at the centre of all decisions.
- To value each client as an individual, respect their aspirations, beliefs, commitments, and seek to understand their priorities, needs, abilities and limitations. To take what others have to say seriously. To be honest about your point of view and what you can and cannot do.



- To strive to improve people's experiences of web design and development. To value excellence and professionalism wherever you find it - in the everyday things that make people's lives better as much as in web developments and design as in service improvements and innovation.
- To earn the trust placed in you by insisting on quality and striving to get the basics right every time: good design, effective websites, good communication, professionalism and efficient service. To welcome feedback, learn from your mistakes and build on your successes.

Skills Required

The ideal candidate should be able to work from a brief and be able to explore ideas and hunt down the best solution to a client's needs. They should be able to explain their ideas to others whether internally or externally and to know how to respond to feedback so that the end result is as good as it can be.

Software

Knowledgeable in the following:

- **Adobe Creative Suite with an emphasis on Photoshop/Illustrator/InDesign**

We'll really be excited about candidates that also have knowledge of:

- **Adobe After Effects**
- **Premier Pro**
- **Ability to create wireframes**

Qualifications Required

Your experience and skills as detailed is more important than your qualifications but you should have at least 5 GCSEs grades A-C (or Equivalent)

Personal Qualities

The successful candidate will:

- **Be able to work alone and as part of a team**
- **Able to demonstrate good attention to detail**
- **Work well and builds relationships with stakeholders**
- **Earn respect with stakeholders through ideas and the quality and efficiency of work**
- **Be polite and helpful to others.**



Future Prospects

The world of digital media is so new and fast moving that it is hard to say where the industry will be in 5 to 10 years never mind how the careers of individuals will develop. But this job and the qualification will equip you to work in the growing world of the internet and digital graphic design. Future prospects could include working as a UX or Graphic Designer. An apprenticeship can also lead onto further study.