

# Designer – website focused

## Overview

We work across branding and campaigns but the majority of our work is designing, considered and sometimes complex websites for theatres, venues and arts organisations.

You'll be working concurrently across multiple challenges: from big picture concepts, to the systematic implementation of every detail, including snagging and fixes.

We're looking for an inquisitive, ambitious designer who can adapt their style to be appropriate to different audiences.

We don't expect (or need) you to know how to code but we do expect you to know how to turn research and wireframes into stunning, original solutions across multiple screen sizes.

You'll need to be an excellent listener, able to interpret and digest feedback and assimilate multiple (sometimes contrary) perspectives to inform our solutions.

It's a hugely rewarding role, helping arts organisations to inspire their audiences. You'll be tackling different tasks and learning new skills, every day.

You'll be a key part of a generous, supportive and ambitious team with three decades of experience and expertise.

We work in the exciting overlap between the arts and technology so you'll get even more out of the role if you have interest (and possibly experience) in both.

## Package

### Salary: around £42K

We're genuinely open to a discussion if you feel you are worth more, or if you feel you'd need to work up to this level.

### Leave

33 days (including Xmas and bank holidays) increasing after you've been here two years.

Plus the option to buy or sell up to five days each calendar year.

### Hybrid working

Studio-based on Mon – Wed (and Thu/Fri if you'd like) plus some client meetings.

We would consider fully remote working for the right, experienced candidate.

### Flexible hours

Flexibility around core hours: 10am – 4pm to allow for school runs and relaxed evenings.

## Things that mark us out:

- We have a proven record meeting the highest standards of social and environmental impact
- You'll always be treated with respect and empathy. You'll work with your manager to keep learning in ways that suit you
- Funded monthly cultural outing with the team – in person (sometimes remote)
- Monthly breakfast briefings with leading figures from the sector
- Regular training sessions delivered by team members and guests
- Membership of the Arts Marketing Association with access to online resources
- Annual team discussion days – where we celebrate the past and play an active part in planning your future
- Occasional team dinners
- Recruitment referral bonus
- Cycle to work scheme
- Travelcard loans (interest free)
- Free tickets and opportunities to attend shows and client events
- A well stocked kitchen with cupboards full of fancy teas, coffee and biscuits
- The world's best portfolio of the nicest arts clients

## How to apply: write to us

Write to us about why you'd be the ideal fit for our team; include a few examples of your work in a small PDF with links and context about why your design is the perfect solution to the client's needs.

Email [opportunity@cogdesign.com](mailto:opportunity@cogdesign.com)

We've got work to get on with straight away. But we'll happily wait for the right person.

## The process

We'll respond to everyone. If we need more clarification we'll ask for it.

If we select you for the next stage then we'll arrange an online chat between you and a couple of our team. We'll send our questions in advance and invite you to do the same so the meeting is as productive as possible.

We might then invite you to the studio to meet in person. Again, we'll send discussion topics in advance.

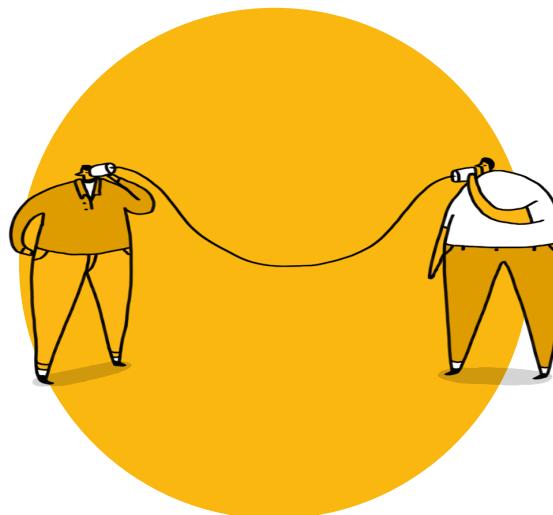
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## Working in our team

- Design friction-free, user-informed websites that are visually stunning, technically accomplished, accessible and sustainable. Find the sweet-spot between the most conceptually exciting solutions and the need for us to deliver within expectations and budgets
- Interpret, work within (and sometimes push beyond) client brand guidelines to create designs that reflect their personality
- Be able to conceive and implement thorough and detailed design systems that make our processes ever more efficient
- Maintain typographic expertise and know how to achieve the most effective designed communication, online and in print
- Be the expert in the software we use (currently mostly Figma and Adobe Suite); always be striving for efficiency and effectiveness
- Work with colleagues to create site plans, wireframes and prototypes
- Be an enthusiastic advocate for getting stuff done, including the detailed testing and snagging of your designs once they are built

## Liaising with clients

- Be the design expert: knowledgeable, enthusiastic and inquisitive
- Be curious and informed about our clients, their work, their internal stakeholders and their audiences
- Be active in meetings, help with research, and workshops to inform our process and enthuse our clients
- Learn to present and advocate for the most interesting, creative solutions, in jargon-free language, backed by research and thinking
- Work with colleagues to interpret feedback and understand what clients mean (not just what they say)
- Ensure that every communication and document reflects our values as a design-led business.



## An active team member

- Be informed enough to be able to work effectively with developers and project managers to make the most of every opportunity
- Don't be afraid to roll up your sleeves and get involved in any part of the multiple projects that go through our studio
- Contribute ideas, articles and expertise, via our website and other platforms
- Always be hungry to learn; be receptive to constructive feedback and know when to ask for help
- Being an enthusiastic advocate of our approach, ethos and culture
- Maintaining and improving our systems: accurately recording time, following admin procedures, swiftly responding to requests from colleagues
- Working closely with your line-manager: actively engaging in your personal development and supporting the development of others
- Recognising the diversity of the individuals within our team and making useful accommodations

## Qualities and knowledge required

We're looking for someone who can show us they'd be a great addition to our team. That probably means they can demonstrate the following:

- Experience designing websites, branding and campaigns – proven through a portfolio of excellent examples that they can talk us through
- Ability to work in a team environment, through significant time spent in a design studio or similar set-up
- Proven competence working with clients or an enthusiasm and aptitude to do so, shown through examples of similar working relationships
- Ability to explain complex tasks in everyday English
- In-depth knowledge of Figma and Adobe software
- Enthusiasm for the sector we work in and empathy for the needs of our arts-based clients, perhaps through personal or professional experience
- A team player with a desire to constantly improve, and to help others do the same

## It would be an advantage if you could demonstrate the following:

- An understanding of the topic of accessibility and a desire to implement best practise and push for inclusivity
- Experience designing site plans and wireframes