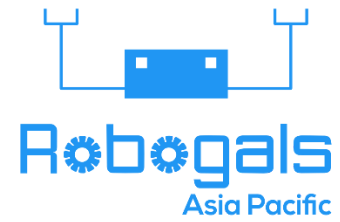# Graphic Design Manager: Robogals APAC Initiatives Team

Robogals

Robogals is an international, not-for-profit organization that aims to inspire, engage and empower young women into engineering and related fields. This is achieved through fun and educational initiatives aimed at girls and gender diverse students in primary and secondary school. Since its inception in 2008, Robogals has inspired over 90,000 girls globally.

The Asia-Pacific (APAC) Initiatives Team is responsible for programs which engage students with Robogals beyond our initial workshops. Our main focus is the Science Challenge, an online global competition for girls and gender diverse students aged 5 - 15, and its related events. These include Science and Engineering Days, which are full-day science and engineering workshops held in conjunction with local chapters.

The Role

Robogals is currently seeking an individual to take on the role of the APAC Initiatives Graphic Design Manager. The purpose of this role is to create graphics content and lead promotion for the APAC Initiatives Team, particularly for the Robogals Science Challenge. This role is part of the APAC Initiatives Team under the leadership of the Project Director. This role will also involve working closely with the Science Challenge Competition Manager and APAC Initiatives Media and Marketing Manager.

The successful candidate will be an individual passionate about the Robogals mission who shares the organization's values, and has the ability to work within a geographically dispersed team, manage time effectively, and communicate professionally. **Please note this is a voluntary role.**

Responsibilities

- Manage visual communications for the APAC Initiatives Team
- Develop illustrations, logos and other graphical designs for marketing purposes (using available software or by hand)
- Testing graphical designs across various media platforms
- Creating digital and print content marketing materials
- Working with the APAC Initiatives Team to run and develop any relevant Initiatives
- Working and collaborating with other teams within Robogals (both in the Asia-Pacific and globally) to deliver your accountabilities
- Anything else you can think of that works toward the goals and purposes of Robogals and your role!

Although a voluntary position, the successful candidate will have opportunities to make a tremendous impact on young students' lives, gain experience in a leadership position within an international organization, and the opportunity to attend the Robogals APAC annual volunteer development and networking conference.

Skills Required

The successful candidate will require:

- Good time management skills and the ability to multitask
- An engaging and professional communication style applicable across a variety of different media platforms
- Previous experience with or a demonstrated enthusiasm for graphic design, using applications such as Canva
- Familiarity with design software and technologies (such as InDesign, Illustrator, Dreamweaver, Photoshop) is favourable but not required
- The ability to work within a virtual, geographically dispersed team

Application Process

Applicants for this position will be reviewed based on their passion towards the organizational goals and ability to meet the required skills and role responsibilities.

To apply please complete the following ***Google Short Answer Form*** and forward your **CV** (max. 2 pages) to vrinda.gupta@robogals.org.

Applications will be accepted on a **rolling basis**.

For more information regarding the role or organization, or if you have any questions or concerns about the application process, please contact Vrinda Gupta (Project Director, Robogals Asia-Pacific) on vrinda.gupta@robogals.org.

Role Details

Job Title:	Robogals Asia-Pacific Graphic Design Manager (Initiatives)
Reports To:	Robogals Asia-Pacific Project Director (Initiatives)
Employment Basis:	Part-time, volunteer role (Approximately 5 – 8 hours per week).
Start Date:	Within one month of the offer of the role.
Term:	A minimum of 1 year, or most preferably 2 years.
Location:	Anywhere with strong internet connection in the APAC region.