

Volunteer role description



Red Cross acknowledges
the Traditional Owners
of this land, their ancestors
and Elders, past and present.

the
power of
humanity



Graphic Design Volunteer

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|---------------------|---|
| Department | Volunteer and Community Activation Team (HUB) |
| Availability | Varied hours/Project Based – as required |
| Location | Adelaide - WFH |
| Category | Contributing to our operational work |

Building an inclusive, diverse and active humanitarian movement based on voluntary service

Role purpose

Assisting the HUB to update and develop graphic design material to contribute to the positive outcomes for volunteer recruitment and promoting services.

Role responsibilities

- Update program brochures and manuals
- Create new promotional material for HUB
- Support program officers in the creative design of new materials

Knowledge, skills and experience

- Good graphic design skills and sound knowledge of Adobe Creative Suite
- Good admin skills and sound knowledge of Microsoft Office, including Microsoft PowerPoint
- Good communication skills and understanding of HUB

Check requirements

- A National Criminal History Check prior to commencement and renewed every five years (Red Cross will arrange this)

Learning and development

- Complete Red Cross online learning modules as required
- Attend Red Cross Volunteer Induction, Program Training and ongoing training as required

General conditions

We act always in accordance with the Australian Red Cross Ethical Framework and Child Protection Code of Conduct

We are a Child Safe organisation and all volunteers are required to comply with relevant State and Territory legislation requirements

We comply with the Red Cross Workplace Health and Safety management system

We demonstrate skill, knowledge and behaviour to work with Aboriginal and Torres Strait Islander people in a culturally respectful way

We may be required to assist the organisation on occasion, in times of national, state or local emergencies or major disasters

In all activities, our volunteers are guided by the Fundamental Principles of the Red Cross and Red Crescent Movement

Humanity

Impartiality

Neutrality

Independence

Voluntary Service

Unity

Universality
