

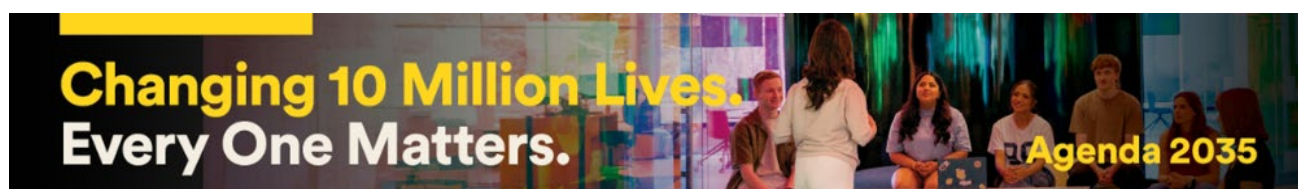
## Position Description – Graphic Designer

Updated 10 March 2026

POSITION DETAILS	
Portfolio	College of Health and Enablement
Organisational Unit	Aged Care Research & Industry Innovation Australia (ARIIA)
Supervisor	Manager, Marketing and Communications
Classification	Higher Education Officer Level 6
Employment Type	Fixed Term, Part-time

POSITION SUMMARY
<p>Working under the broad direction of the Manager, Marketing and Communications, the Graphic Designer provides graphic design and art direction across a variety of campaigns, publications and promotional materials suitable for publishing in hard-copy, or online, interactive, multimedia formats. This role contributes to the development of innovative marketing strategies and content for a range of channels and audiences that increase awareness and engage audiences in relation to ARIIA's events, programs and services.</p> <p>ARIIA is leading the positive transformation of aged care across Australia. We address critical sector needs, support government and professional commitments, and foster collaboration and innovation to empower aged care professionals and support positive change. Our initiatives include incubators, grants, programs, and events, and our website provides trustworthy information for aged care workers, service providers, older Australians, and their families.</p> <p>At ARIIA, our mission is to equip the aged care sector with knowledge and skills to implement evidence-based practices and new technologies. Guided by principles of co-design, inclusion, connection, and innovation, we ensure every voice is heard, and every individual's needs are met with respect and dignity</p> <p>This role is seconded to ARIIA. In addition to meeting the University's Expectations and Values, ARIIA staff are also responsible for demonstrating commitment to ARIIA's Mission, Vision and Values and complying with ARIIA's policies.</p>

UNIVERSITY EXPECTATIONS AND VALUES
<p>All staff at Flinders are responsible for understanding their obligations and responsibilities as set out in the University's code of conduct and are expected to:</p> <ul style="list-style-type: none"> <li>• demonstrate commitment to the University's values of Integrity, Courage, Innovation and Excellence</li> <li>• demonstrate consistent alignment with the University's strategic priorities through daily decisions, teamwork and behaviours that reinforce the strategic intent.</li> <li>• contribute to the efficient and effective functioning of the team or work unit to meet the University's objectives. This includes demonstrating appropriate and professional workplace</li> </ul>



behaviours, providing assistance to team members, if required, and undertaking other key responsibilities or activities as directed by one's supervisor;

- promote and support an inclusive workplace culture which values diversity and embraces the principles of equal opportunity;
- perform their responsibilities in a manner which reflects and responds to continuous improvement; and
- familiarise themselves and comply with the University's *Work Health and Safety, Injury Management and Equal Opportunity* policies.

*A Nationally Coordinated Criminal History Check which is satisfactory to the University will be required by Flinders University before the successful applicant can commence in this position.*

### KEY POSITION RESPONSIBILITIES

The Graphic Designer is accountable for:

1. Providing new design concepts and directions aligned with ARIIA's brand, working across a variety of mediums and campaigns.
2. Preparing publications and promotional materials for diverse target audiences in both print and digital formats.
3. Developing innovative design solutions and templates for publications, marketing, communications and research collateral that is highly engaging, adhering to ARIIA's style guide.
4. Ensuring consistency within ARIIA's branding guidelines and communication style
5. Supporting distribution and use of multimedia formats to be used widely across the organisation
6. Assisting staff to produce presentations and graphics based on established templates and design solutions.
7. Applying strong communication skills to liaise with internal stakeholders, understand requirements, and translate briefs into effective design solutions.
8. Monitoring emerging design trends and advising the Manager, Marketing and Communications on new opportunities and contemporary best practice to enhance audience engagement.
9. Ensuring projects are delivered on time and meet requirements through work-in-progress reporting and evaluation of outcomes.
10. Completing basic "top and tail" video editing and producing simple animations using Canva or After Effects.
11. Coordinating brand-compliance and logo-use approvals for internal stakeholders and external partners.
12. Maintaining digital asset storage systems and the organisational image library.
13. Demonstrating sound judgement and well-developed analytical and creative problem-solving skills.
14. Undertaking any other responsibilities appropriate to the level of the role as assigned by the Supervisor and/or ARIIA.

### KEY POSITION CAPABILITIES

Tertiary qualification in a design-related field, or a combination of relevant post-secondary qualifications and experience.

- Demonstrated proficiencies in using the full range of Adobe Illustrator, InDesign, Photoshop and Premiere applications.
- Advanced experience and knowledge of using Canva.
- Excellent understanding of pre-press preparation and print production processes.
- Extensive experience and understanding of digital-first content creation and production.
- Strong organisational and time-management skills, with the ability to make sound judgements, set priorities and work with minimal supervision.
- Flexible approach to work, with a willingness to undertake new tasks, acquire new skills and learn quickly.
- Well-developed interpersonal skills, with ability to liaise effectively with a wide range of stakeholders
- Logical and analytical thinking skills, with the ability to break down issues or tasks, identify component parts and understand how they interrelate with one another and external factors.
- Knowledge of relevant University policies and procedures.
- Knowledge and understanding of scope of issues relating to the management of large, complex, multi-branded projects.

**Changing 10 Million Lives.  
Every One Matters.**

**Agenda 2035**