

**TOR & EVALUATION CRITERIA**  
**CONSULTANT GRAPHIC DESIGNER - PR370419**

Save the Children's work saves and improves children's lives around the world. We work to ensure children have healthcare, food and shelter, as well as learning and child protection services when children need it most. We are committed to helping all children achieve their full potential by ensuring they grow up healthy, receive a good education, and stay safe.

Securing children's rights is the foundation of our work. Millions of children around the world are denied their rights, simply because of who they are or where they are from. We know that to ensure every child has the chance for a future their rights must be upheld.

Through our programming, emergency responses and advocacy, we put the most vulnerable children first, tackling the barriers to survival, learning and protection.

Save the Children in Lebanon is seeking the services of an experienced Graphic Designer to work with the Lebanon CO Policy Advocacy and Communications department, supporting the graphic design of content and materials for internal and external communications. This will include conceptualization, design and production of various communication materials. They will adapt, design and contextualize content in collaboration with the AMC team to create final assets that ensure uptake and broad understanding. This includes creating graphics, illustrations for print and digital channels, as necessary for the organization's internal and external audiences.

**Responsibilities:**

Under the general supervision and guidance of the Policy, Advocacy and Communications (AMC) Director, the Graphic Designer will be responsible for the following key duties:

- Design, layout and format visually appealing publications, and other printed and web-based communications materials taking into account SC Lebanon's branding guidelines, and branding requirements of donors/partners, as needed.
- Conceptualize, design and produce communication materials, for online and offline use, including but not limited to the design of brochures, posters, infographics, donor and annual reports, presentations, templates, manuals, guides, social media posts, or job aids.
- Develop infographics using supplied information and content to present core messages and organize complex information into visual representations.
- Develop animated videos.
- Design materials for web-project sites and web articles.
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- Amend design drafts after feedback.
- Ensure final graphics and layouts are visually appealing and on-brand.

- Prepare products for print and provide printing specifications (including dimensions, measurements, type of printed materials, etc.).

### **Qualifications and Experience Required:**

#### **Education:**

Bachelor's degree in graphic design or related Arts field.

#### **Experience:**

The consultant should have more than 5 years of experience working with a diverse range of clients, including leading humanitarian and development agencies – either UN or international NGOs – or in an agency with international humanitarian/INGO clients.

#### **Knowledge and skills:**

- Detail-oriented and creative thinkers who is capable of providing design solutions that fit within the organization's established visual identity.
- Strong theoretical and practical background in graphic design, including the use of design software such as Adobe Design Premium, In-Design, Illustrator, Photoshop, etc.
- Clear and mature style of design, demonstrating an understanding of the communication requirements of SC Lebanon.
- Good understanding of new and evolving technologies and digital platforms.
- Strong animation skills.
- Familiarity with feedback cycles between different stakeholders, including donors, partners, etc. Familiarity with the need for quick turnaround of products. Graphic Designer is properly positioned to react to urgent requests and to prioritize Save the Children's work.
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#### **Language:**

Fluency in English and Arabic languages.