



Role Description

Job Ad Reference	H21CHQ392969	Classification	AO6
Role title	Digital Designer	Salary	\$67.57 - \$72.38 p.h.
Status	Contract	Closing date	30 June 2024
Unit/Branch	Communications and Engagement Unit		
Division/ Hospital and Health Service	Children's Health Queensland Hospital and Health Service	Contact Name	Matt Douglas, Digital Engagement Manager
Location	South Brisbane	Contact Number	3068 1946

About Children's Health Queensland Hospital and Health Service

Children's Health Queensland Hospital and Health Service (CHQ HHS) is a recognised leader in paediatric healthcare, teaching and research. With a dedicated team of more than 4,500 people, our point of difference is in the way we provide care to children, young people and their families every day. This is through our steadfast commitment to providing patient and family-centred care at every level of our service and our continuous drive for service and operational excellence.

Our Vision

Leading life-changing care for children and young people - for a healthier tomorrow.

Our Purpose

To offer the best: safe, expert, accessible child and family-centred care for children and young people.

Our Values

Respect – teamwork, listening, support - *We listen to others*

Integrity – trust, honesty, accountability - *We do the right thing*

Care – compassion, safety, excellence - *We look after each other*

Imagination – creativity, innovation, research - *We dream big*

For further information please visit the [CHQ HHS](#) website.

Your Opportunity

The position of **Digital Designer** will:

- Support the creation and delivery of high-quality communication materials across a variety of digital and print platforms that meet the identified strategic direction and goals of Children's Health Queensland Hospital and Health Service.

Your Role and Responsibilities

- Working within the communication team, provide a professional and highly creative design service to support the team's digital strategy in promoting the Queensland Children's Hospital and Children's Health Queensland programs and services.
- Provide creative solutions, concepts as well as assets for a range of digital and print media, including websites, social media, infographics, ebooks, publications, brochures, strategy documents and reports.
- Work independently or collaboratively as required, to execute and complete projects from a brief and initial concept through to final production while maintaining the highest level of quality and attention to detail.
- Follow project schedules and timeframes and actively manage workloads to deliver new designs and artwork which help support overarching health promotion and marketing campaigns and objectives.
- Maintain a strong awareness of current and emerging trends within digital design to deliver creative solutions which focus on a positive, informative and engaging brand experience for a range of different audiences and stakeholders.
- Maintain or rapidly acquire a thorough knowledge of CHQ and Queensland Government branding guidelines and resources to ensure electronic and printed materials meet necessary requirements that enhance and preserve a strong brand image.
- Support and comply with workplace health and safety, equal employment opportunity, anti-discrimination and code of conduct policies and principles.

Position Reports To

- Digital Engagement Manager

Staffing and Budgetary Responsibilities

- Nil requirements

Qualifications/Professional Registration/Other Requirements

- Relevant qualifications and/or industry experience is essential.
- Good working knowledge of Adobe Creative Cloud applications is essential.
- Experience in a design agency, in house design team or similar would be highly regarded.
- Queensland Health values the enhanced work performance, which may be gained from the expanded knowledge base and skills acquired during formal tertiary training and encourages both existing and potential staff to participate in life-long learning.

Your Application

Please provide the following information for the Selection Panel to assess your suitability:

1. **A portfolio of work** which demonstrates ability to meet the requirements of the role listed under 'Role and Responsibilities'.
2. **Your current CV or resume**, including two referees that can attest to your performance and conduct in the workplace. Referees should have a thorough knowledge of your capabilities, work performance and conduct within the previous two years, and it is preferable to include your current/immediate/past supervisor. By providing the names and contact details of your referee/s you consent for these people to be contacted by the selection panel. If you do not wish for a referee to be contacted, please indicate this on your resume and contact the selection panel chair to discuss.
3. **Application form** (only required if not applying online).

Additional Information for Applicants

- For details regarding salary information, leave entitlements, flexible working arrangements and other benefits please refer to the attached Applicant Information and Guide or visit the [Queensland Health](#) website.
- All relevant health professionals (including registered nurses and medical officers) who in the course of their duties formulate a reasonable suspicion that a child or youth has been abused or neglected in their home/community environment, have a legislative and a duty of care obligation to immediately report such concerns to Child Safety Services, Department of Communities.
- Pre-employment screening, including criminal history and disciplinary history checks, may be undertaken on persons recommended for employment. Roles providing health, counselling and support services mainly to children will require a Blue Card.
- Employees who are permanently appointed to CHQ HHS may be required to undertake a period of probation appropriate to the appointment.
- Applicants will be required to give a statement of their employment as a lobbyist within one month of taking up the appointment. Details are available at the [Public Service Commission Lobbyist Disclosure Policy](#)
- Applicants may be required to disclose any pre-existing illness or injury which may impact on their ability to perform the role. Details are available in [Section 571 of the Workers' Compensation and Rehabilitation Act 2003](#).
- Hepatitis B vaccination or proof that you are not susceptible to hepatitis B is a condition of employment for all staff that will have direct contact with patients of who in the course of their work may be exposed to bodily fluids/blood or contaminated sharps.
- It is a condition of employment for this role for the employee to be, and remain, vaccinated against the following vaccine preventable diseases during their employment ([Health Employment Directive No. 01/16](#)):
 - measles, mumps, rubella (MMR)
 - varicella (chicken pox)
 - pertussis (whooping cough)
 - hepatitis B
 - tuberculosis
- It is a condition of employment for this role for the employee to be, and remain, vaccinated against COVID-19 ([Health Employment Directive No. 12/21](#) and [Queensland Health Human Resources Policy B70](#)).

NOTE that subsequent evidence must be provided of future vaccination in respect of pertussis (whooping cough) as recommended in *The Australian Immunisation Handbook*.

- Travel may be a requirement.

- Applications will remain current for 12 months and may be considered for other vacancies which may include an alternative employment basis (temporary, full time, part time).