



Terms of Reference – Graphic Design Consultant

Organization	International Seabed Authority (ISA)
Position type	Consultancy (full time, home-based)
Job title	Graphic Designer
Duration	3 months (with possibility of extension)
Reporting to	Communications Specialist
Starting date	Immediate
Vacancy announcement	9 March 2022
Application deadline	30 March 2022

Background

The International Seabed Authority (ISA) is an international organization established under the 1982 United Nations Convention on the Law of the Sea and the 1994 Agreement relating to the Implementation of Part XI of the United Nations Convention on the Law of the Sea. ISA is the organization through which States parties to the Convention shall, in accordance with the regime for the seabed and ocean floor and subsoil thereof beyond the limits of national jurisdiction (the Area) established in Part XI and the 1994 Agreement, organize and control activities in the Area, particularly with a view to administering the resources it contains.

ISA publishes a wide range of materials to keep member States, observers, contractors, UN entities, media, civil society, the private sector and other stakeholders informed about its programmes and activities. ISA is seeking a versatile Graphic Designer to help the organization meet its growing need for quality design services. The successful candidate will provide technical and creative support to the Communications Unit and realize the design and/or layout of ISA publications, brochures and other ad-hoc materials for web and print in line with ISA Communication Guidelines. The Graphic Designer will also be expected to contribute to the branding of specific initiatives implemented by ISA.

Tasks and Responsibilities

- Deliver creative and innovative ideas for high-impact publication design and layout
- Deliver creative and innovative ideas for the design of high-impact web and print products, including brochures, e-cards, large scale backdrops, digital backdrops, calendars, booklets, etc.
- Propose and implement creative and engaging solutions for data visualizations, infographics, maps and other visuals (including 3D)
- Contribute graphic content to the development of multimedia products
- Provide support to the development of templates for PPT presentations
- Contribute to the development of brands for specific ISA initiatives, including logo, typography, colour palette, etc
- Ensure that all publications and other communications materials of ISA are produced in line with the ISA visual style guide

Qualification and Expertise

- Strong theoretical and practical background in graphic design, including the use of design software (Adobe Creative Suite preferred)

- At least five years of progressive professional experience in graphic design proven through a personal portfolio of products
- Shows clear and mature style of design, demonstrating an understanding of the communication requirements of a UN or intergovernmental organization
- Proven experience of graphic production from start to published/printed product including advanced knowledge of printing processes (offset and digital) and colour management
- Exceptional creativity and innovation
- Excellent composition and visual design skills
- Deep understanding of typography principals
- Extreme attention to detail
- Excellent time management and organizational skills

This vacancy is open for individuals. Interested candidates with the required qualifications are invited to submit a short cover letter and a portfolio (PDF, personal website, Behance profile or other) to news@isa.org.jm no later than 30 March 2022 with the subject "Application to graphic designer consultancy".

Language requirement

Excellent command of English, particularly written. Other UN languages an asset.

Contract duration

The contract will be for an initial period of three months and in the case of successful performance may be extended upon confirmation of the organization's needs.

Terms and conditions of payment

The consultant will be paid on a monthly basis.

Deadline: **30 March 2022** (only shortlisted candidates will be contacted directly).