

FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE



The International Gymnastics Federation (FIG) is seeking a Digital Content Creator to join its Marketing and Communications Department at the earliest possible commencing date.

Position Description

1. Scope of the Position and Reporting Structure

The Digital Content Creator contributes to the FIG's entire range of commercial and communication activities with the creation of innovative and appealing visual assets.

The successful candidate will be a creative and dynamic, task-oriented individual with strong communication skills, the ability to multi-task and to work independently as well as in a team-environment.

This is a full-time position within an international sports federation. The job may require international travel and work outside standard hours will be necessary.

Title / Function:	Digital Content Creator
Reports to:	Senior Communications Manager
Location:	Lausanne, Switzerland
Position:	Full-time (100%), permanent
Salary:	Competitive
Start Date:	As soon as possible

The job requires proven experience in visual content creation for social media, digital and print publications and interest in international sports.

2. General Responsibilities

Incumbent's responsibilities towards his/her direct superiors:

- Responsible for the generation of creative visual assets including graphic designs and video edits for the entire range of FIG publications.
- Design exciting and contemporary digital graphic elements appropriate to corporate image and standards.
- Support both the communication and commercial teams with creative graphic solutions.
- Develop corporate and event branding (creation of graphic charts, logos and relevant content).
- Create concepts and mock-ups with a creative and innovative flair.
- Produce promotional materials (campaign brochures and posters, calendar).
- Create web and social media designs (banners, animated GIFs, PSD templates).
- Edit video clips.
- Create corporate documents (reports, business and greeting cards, calendar).

3. General Management and Performance Guidelines

- Ensure that deadlines for work are duly and efficiently met
- Conscientiously fulfill his/her duties
- Put forward appropriate measures in order to improve and simplify the work
- Submit to his/her superiors any issue beyond his/her authority



4. Experience and Skills Required

- Minimum Bachelor Degree in design-related majors.
- Proven graphic designing experiences. Candidates will be requested to present their design portfolio.
- Possession of creative flair, versatility, conceptual/visual ability and originality especially for digital related design projects.
- Good knowledge of typography, iconography, color, layout, and data visualisation.
- Ability to interact, communicate and present ideas.
- Proficient with Adobe Creative Suite (especially InDesign, Photoshop, Illustrator and Premiere Pro)
- Minimum 2-3 years of working experience in a design-related industry
- Experience in sports is a plus

Required languages

- Fluent English speaker with working proficiency of French; knowledge of additional languages is an advantage

Additional requirements

- Excellent organisational and time management skills
- Flexible and proactive work approach with a strong ability to work autonomously
- Ability to adapt to technological change
- Comprehensive understanding of and interest in international sports
- Understand design requirements of various Gymnastics disciplines and sports related brands
- A reliable team player with a can-do-attitude and determination to deliver quality work
- Swiss nationality or holding a valid Swiss work permit

5. About the FIG

The International Gymnastics Federation is the governing body for Gymnastics worldwide. It is the oldest established international federation of an Olympic sport and has participated in the Olympic Games since their revival in 1896. The FIG governs eight sports: Gymnastics for All, Men's and Women's Artistic Gymnastics, Rhythmic Gymnastics, Trampoline - including Double Mini-trampoline and Tumbling -, Aerobics, Acrobatics, and Parkour. It counts 159 national member federations and has its headquarters in the Olympic Capital of Lausanne (SUI).

Collaborators may be asked to execute tasks not mentioned here, or which are not listed in their job descriptions.

If you think you are the right person for this role, please send your application (cover letter, CV, design portfolio, references, certificates) in English by email to FIG Human Resource Manager Ms Joëlle Jost jjost@fig-gymnastics.org by **23 October 2022**.

Notes:

1. *We thank all applicants, but we will only consider and reply to the candidates who correspond to the profile.*
2. *We keep your full application with your personal information in our databases for one year. After one year, it is deleted. Should you want us to delete your application once the recruitment process is completed, please let us know.*