

## Graphic Design Assistance Position Description

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*Sustainable Gardening Australia is an independent not for profit organisation contributing to sustainability through gardening. It seeks to protect the natural environment, encourage local healthy food production and build community connectedness*

### Location and hours

Bulleen in Victoria or remotely using SGA's Remote Desktop. No fixed hours, just occasional assistance.

### Commitment

This can be flexible but it is important that you stick to the commitments you make. (If you tell us it is variable, we know where we stand and your help is still appreciated)

### Working Directly With

Education and Communications Coordinator, possibly also Training and Learning Coordinator

### Key Relationships

SGA managers and constituency

### Role Purpose

To help create web and print-friendly materials

### Specific Tasks

From time to time, create or modify Photoshop files.

### Possible Additional Responsibilities

Provide advice on method of carrying out Photoshop tasks

### Skills and Personal Attributes

Fluent in Photoshop and related program; enthusiasm for sustainability and gardening, possibly (but not necessarily) capacity to supply gardening photos