# Designer, Walking and Cycling Index x3

## Role description

* **Salary:** Grade E: £25,859 per annum (pro rata for part-time hours)
* **Location:** Role is UK-wide and can be based anywhere working from home, within a Sustrans hub or hybrid.
* Fixed term: 6 months, September 2025 to end of February 2026
* 30 hours per week – happy to talk flexible working
* **Line manager:** Senior Communications Officer
* **Directorate:** Policy and Communications

### Role summary

The [Walking and Cycling Index](https://www.sustrans.org.uk/the-walking-and-cycling-index/childrens-walking-and-cycling-index/) is the biggest ever survey of walking, wheeling and cycling across the UK and Ireland. It provides high-quality evidence to help bring our neighbourhoods to life, and ensure walking and cycling are attractive and accessible for everyone.

Working as part of a team this role will support the production of 22 localised but visually consistent reports. This includes editing infographics, text and images and implementing feedback.

Since our first reports in 2015, this data has informed policy decisions, justified investment and enabled cities to develop more ambitious action plans for walking, wheeling, and cycling.

### Key responsibilities

* Deliver creative digital and print design projects from template to final output with support from the Senior Designer. This is likely to include multiple Walking and Cycling Index reports and social media assets.
* Independently (with training provided for specific tasks) use Adobe Creative Cloud applications, InDesign, Illustrator, Photoshop and Lightroom to create and edit materials including:
  + page layouts and typesetting for print and digital reports using InDesign,
  + accessible versions of the reports using InDesign, Adobe Acrobat and Microsoft Word,
  + engaging, accurate and accessible data visualisations using Illustrator,
  + images for print and digital materials using Photoshop and/or Lightroom.
* Build relationships with internal teams to increase skills and knowledge, improve quality and accessibility of materials and fulfil team objectives through producing on-brand, high-quality print and digital design to deadline.
* Implement substantial amounts of feedback from a range of sources.
* Work with a large amount of complex data to produce accurate, clear and engaging infographics.
* Support and comply with the Charity’s guidance on branding, tone of voice and key messages, positively contributing towards raising Sustrans’ profile.
* Create accessible print and digital materials and provide insight to ensure marketing materials are accessible.

We don’t expect anyone to be an expert in all these areas and as long as you meet the person specification below, we can train you in any gaps, especially specific tasks, specialist software and ways of working.

### Person specification

### Specific qualifications or experience required

* Experience of producing print and digital materials using Adobe Creative Cloud, from brief to final output
* Experience of working with feedback
* Experience of designing materials ensuring accuracy and high attention to detail (ideally working with data)
* Experience of working on multiple projects simultaneously
* Experience of working in a team with other designers

### Specific/technical knowledge required

* Adobe Creative Cloud – InDesign, Photoshop, and Illustrator skills for print and digital channels
* Knowledge of design principles like visual hierarchy, contrast, accessibility and how to implement them in digital and print materials
* Knowledge of design accessibility standards and approaches across all channels
* Knowledge of how to present data in a clear, engaging way
* Knowledge of version control and file naming conventions and storage

### Skills and abilities

* Experience of working as part of a team
* Ability to quickly adapt to systems and processes
* Ability to manage own workload, working to tight deadlines

This document does not form part of the contract of employment but does outline our expectations. If we need to amend this document in the future we will consult with the post holder before doing so.

Sustrans is a registered charity in England and Wales (number 326550) and Scotland (SC039263).

We work for and with communities, helping them come to life by walking, wheeling and cycling.

We campaign to create healthier places and happier lives for everyone.

Join us on our journey. [www.sustrans.org.uk](https://www.sustrans.org.uk/)