



POSITION DESCRIPTION

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| TITLE | Design Coordinator |
| REPORTS TO | CEO |
| DIRECT REPORTS TO ROLE | Volunteers |
| BASIS | 1 day/week, flexible hours and hybrid role |
| APPLY | To lara@mustard.org.au with a covering letter, CV including three referees and portfolio/examples of creative work |

ABOUT MUSTARD

Mustard Student Movement

The Mustard Student Movement is a movement of young people committed to living out their faith at school. The primary expression of the Student Movement is through Lunchtime Groups, where communities of Christian students gather weekly, explore ideas of faith and life, and encourage one another to live it out in action. Mustard recruit student leaders to run these lunchtime groups and then empower, equip and encourage them to be leaders for Jesus in their schools.

Schools Programs

Mustard's Schools Programs are big group presentations which may be in the form of a chapel service, a program that is integrated into a faith week or an extended presentation with discussion. We take the cultural norms young people face today – from mental health to social media to identity and present them with a Christian world view. The goal is to involve the lunchtime group from the school or other Christians so that students have a Christian connection in the school after the program is over.

ABOUT THE POSITION

We are seeking a creative and strategic Communications & Design Lead to shape and deliver Mustard's visual and digital presence. This role is responsible for developing and executing creative

communications across all platforms, ensuring consistency, excellence, and impact in how Mustard connects with young people, partners, and the wider community.

You will lead creative strategy, manage social media and digital platforms, design print and digital assets, and oversee key publications that tell the story of what God is doing through Mustard.

KEY RESPONSIBILITIES

- Lead the creative strategy, production, and delivery of all Mustard communications
- Develop and execute social media strategies across platforms, including content creation, scheduling, and publishing
- Design high-quality print and digital marketing materials aligned with Mustard's brand and vision
- Manage, update, and maintain Mustard's websites to ensure content is current and engaging
- Design and produce Mustard's annual **SEED Magazine**, from concept through to final delivery
- Capture and edit photography and video content at events for use across marketing and social channels
- Collaborate with internal teams to ensure communications are strategic, timely, and effective
- Apply feedback and insights to continually refine and improve creative outputs

KEY SELECTION CRITERIA:

- A genuine passion for following Jesus and a heart to see His Kingdom grow among young people
- Demonstrated experience in communications, graphic design, and social media management
- Strong strategic thinking skills with the ability to plan, implement, and evaluate creative projects
- Highly organised, self-motivated, and able to manage multiple projects simultaneously
- Excellent interpersonal skills with the ability to lead, collaborate, and communicate effectively

Desired Skills

- Proficiency in Adobe Creative Suite (Illustrator, Photoshop, InDesign)
- Experience using Canva and CapCut
- Working knowledge of website platforms such as Wix
- Photography and videography skills, including post-production editing

OTHER INFORMATION:

The successful applicant will need a current Working with Children Check.

The applicant must also sign Mustard's Code of Conduct.