

Job Title: Marketing & Visual Content Designer
Reporting to: Head of Fundraising, Marketing & Communications
Salary: Prorata £16,634.88 (£25,992.00 FTE)
Hours: 24 hours per week
Days: To be discussed at interview
Contract Type: Permanent – Part Time
Location: Sage House, Tangmere, PO20 2FP & Local Community

Position Overview

We have an exciting opportunity to join our ambitious charity. We are looking for someone creative, dynamic and with an ability to develop innovative visual ideas to join our small marketing team.

As a young local Charity based in Tangmere near Chichester, we have created the first ever 'one stop shop' for those living directly or indirectly with dementia. In our state-of-the-art Hub "Sage House" which opened in May 2018, we deliver a wide range of vital services under one roof, providing the latest support, information, advice, activities, and care to those living with Dementia and memory loss.

This role focuses on creating clear, engaging visual content that supports the charity's fundraising and communication needs. The postholder will design and produce materials for social media, print, the website, newsletters, photos, and videos. Alongside this, they will work with external designers and videographers for larger projects, collating briefs, content and assets.

They will work with staff across the organisation to develop visuals that help explain our work, update donors, and promote campaigns that raise awareness and income.

Attendance at events, activities, and promotional opportunities is required to capture impactful photo and video content. To do well in this role, they will need to build good working relationships, communicate openly, and contribute positively within a team. Flexibility to work outside standard hours and willingness to support the wider fundraising and marketing team is essential.

To apply please send a copy of your CV and a letter of no more than 2 pages explaining why you feel you are the ideal candidate to recruitment@dementiasupport.org.uk. If you would like to discuss the role in more detail, please speak to James Lovell on 01243 888 691.

Closing Date: Midday- Monday 5th January 2026

Interviews will take place on Monday 12th January or Tuesday 13th January

We cannot serve our diverse customers without firstly celebrating the diversity of our workforce. As an equal opportunities employer we work hard to create an inclusive culture where everyone feels a sense of belonging. As a charity we welcome and value diversity. Successful candidates will be subject to pre-employment checks, including references and a Disclosure & Barring Service check.

Job Purpose

This role will work within a small marketing team, reporting into a Senior Marketing Lead and working closely with a Marketing Coordinator. As part of our wider fundraising and marketing team, you will be responsible for bringing our marketing materials and campaigns to life with engaging visuals across a range of platforms. You will work with staff from our fundraising and services teams to support their activity with visual content for press, digital and printed materials.

Responsibilities

This job description is a summary of the main responsibilities of the post and duties may change and vary from time to time to meet the needs of the charity and its customers. Responsibilities will include those listed below:

- ✿ Designing, creating, and curating visual content across a range of mediums including social media, printed materials, videos, photos, e- newsletters and website
- ✿ Create and develop innovative visual ideas to support the planning and implementation of marketing campaigns to raise awareness and generate income for the charity.
- ✿ Work with relevant staff across the service delivery team to develop visual content for donor updates, e-newsletters, website and on-line fundraising news.
- ✿ Ensure brand principles are applied for all areas across fundraising and operations
- ✿ Manage an image asset library for the organisation
- ✿ Attend fundraising and operational activities, events, talks and promotional events as necessary for photography and videography
- ✿ Prepare and order printed materials from suppliers- being the main point of contact for print needs.
- ✿ Work with external service providers including design, photography and videography to ensure the full range of design/visual needs are met.
- ✿ Be able to build strong internal and external working relationships and influence to get desired outcomes.
- ✿ Able to respect the unique contribution of every individual and work positively in a diverse environment.
- ✿ Be willing and able to work outside of normal hours as necessary.
- ✿ Undertake any other duties commensurate with the role that may be required and are appropriate to the post, as requested by the Head of Fundraising, Marketing, and Communications (or the Chief Executive in their absence).

Knowledge and skills

- ✿ Able to develop innovative, visual ideas for a range of channels and purposes.
- ✿ Confident across multiple programmes e.g. InDesign, Photoshop, Illustrator and PremierPro
- ✿ Photography, videography and editing
- ✿ Excellent prioritisation and organisational skills with good time management
- ✿ Understanding of the importance of digital and other marketing concepts
- ✿ Good interpersonal skills with the ability to build strong relationships and influence to get results.
- ✿ Good attention to detail in all aspects of work

Qualifications & Experience

- ✿ Experience of designing & delivering organisational wide print and digital collateral
- ✿ Experience of filming video content and editing for different platforms
- ✿ Experience of supporting marketing campaigns and activities across a range of marketing channels
- ✿ Understanding/experience of the Health Sector, Voluntary sector or Social Care preferable
- ✿ Knowledge and a keen interest in dementia, older people's issues and disability preferable