AppliedArtsScotland

by Makers for Makers

Creative Digital Design Modern Apprentice, Dundee

Employer - Applied Arts Scotland

Length of contract - Initially 12 months, with potential for ongoing employment

The Role - This is an exciting opportunity for a young person keen to begin their career in the creative sector, working with three different creative organisations and businesses based in Dundee. You will get hands on experience with design and digital projects, helping to come up with ideas, sketch out concepts, create assets and build prototypes. You will also learn how to approach the design process from start to finish.
You will work towards a Modern Apprenticeship qualification in Creative Digital Design as part of pilot project being run by **Applied Arts Scotland** and project partners, **Skills Development Scotland**.

This pilot project is targeted at those groups currently underrepresented in Modern Apprenticeships. We particularly wish to hear from applicants who are long term unemployed, ethnic minority groups, refugees, lone parents and carers and those who have been in care. We are also keen to support those who are disabled, require support with language, literacy and numeracy or those who have needed additional school support.

- As this is an entry level apprenticeship, this position would be best suited to a school or college leaver.
- No specific qualification grades are required however it may be beneficial to have an interest in Art & Design.
- Good time management, team working, and enthusiasm are required with the ability to work under supervision as well as using own initiative.
- Offered to 16 – 24 years of age, with priority given to 16-19 age group.
- Successful applicant must be resident in Scotland.

The Essential Qualities We Need

Each day will be different and we are looking for someone who is self motivated, reliable and flexible. You will have a strong interest in design and a willingness to push yourself to continually learn and improve.

You will be a curious person, have good communication skills and enjoy talking to a wide range of people. Being a hard worker is essential but you'll also need to know when to use your own initiative and not be afraid to ask for help when you need it. We are looking for someone who enjoys a challenge and is good at problem solving, as this will be a key part of day to day activities.

The Skills and Knowledge We Would Like

You should have good IT and digital skills and ideally have had some previous experience working with Wordpress (or similar content management systems) and Adobe Creative Suite (or a similar design software). You will have a good overall knowledge of social media platforms and be comfortable working with images and video.

Principle Tasks and Responsibilities in this role will include:

- Assisting with project design, planning and delivery
- Assisting in planning and delivering of events
- Working with clients and helping with enquiries
- Promotion of activities via social media, website, blogs and e newsletters
- Day to day administrative duties and updating online systems

The Organisations

Applied Arts Scotland is a craft development organisation run by makers for makers working professionally in Scotland. It is the lead partner in this project as part of a programme of shared apprenticeship for the creative and craft sector. **www.appliedartsscotland.org.uk**

Slurpp is a small design studio based in Dundee specialising in beautiful design across a range of different media including illustration, branding, graphic design, websites, apps and a few more. We design, prototype and build things that mostly involve the internet but we also love discussing ideas, doodling out thoughts and making things that are completely stupid.

Creative Dundee is a small social enterprise which supports creative talent to base, grow and sustain their practice in and around Dundee. We are a digital platform which supports and promotes the city's creative activities and we lead projects which generate local, national and international opportunities for people and the city. We develop and run a number of creative events, including the popular, Pecha Kucha Nights which have over 300 people attending regularly.

Open Change is an organisation that creates positive change through design thinking and innovation. We are based in Dundee but work with clients around the world to build communities, develop capacity and improve leadership.

Location – Over the course of the apprenticeship you will be working across the 3 Dundee based organisations in their respective offices. Slurpp is based within Fleet Collective on Panmure Street - a co-working space that hosts a whole range of different creatives. Creative Dundee are based in the Vision Building in another co-working space with a variety of creative people alogside the Dundee Makerspace. Open Change are also based in Dundee and are currently looking at relocating to a new office spacein the city. For events and meetings some travel may be required but this will be within Scotland.

Working Hours - This contract is for 32 hours per week for 12 months. The work days and times are negotiable. You will be required to work some evenings and weekends to attend and assist at specific events run by the 3 organisations.

Salary - The apprenticeship rates are 16-17 year olds - £4.00 per hour,
18-20 year olds - £5.55 per hour and 21-24 year olds - £6.95 per hour.

How To Apply
Please email a current CV (including date of birth) along with a covering letter to **hello@appliedartsscotland.org.uk.**
The covering letter should tell us a bit about your background, explain why you are interested in a career in the creative sector and the reasons why you feel you would be the best candidate for the job.
Please quote Apprentice Dundee in the subject line

Closing Date - This is currently an open application

Further information - please contact hello@appliedartsscotland.org.uk **or tel Carol Sinclair on 07791 381990 or Kirsteen Allison, Disability Adviser Skills Development Scotland, kirsteen.allison@sds.co.uk**