

# Kent County Council

## Job Description: *Digital Designer*

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<b>Directorate</b>	Chief Executives Department
<b>Unit/Section</b>	Marketing and Resident Experience / People and Communications
<b>Grade</b>	KR 9
<b>Responsible to</b>	Creative Services Manager

### **Job Purpose**

To apply a consistent tone and direction to the visual design and user interface of kent.gov.uk and other digital channels, the Digital Designer will produce visual, HTML and CSS outputs.

### **Accountabilities**

1. Create responsive, user-centric designs that meet accessibility and good practice standards, and adopting a mobile-first approach
2. Graphic design and production of assets, including creative concepts, website content, illustration and photo manipulation, campaign artwork and email templates
3. Build front-end elements for the websites including kent.gov.uk, using HTML, CSS and JavaScript, making sure they meet industry standards for accessibility, usability, and coding
4. Aid in the production of resources for third party websites to use, maintaining brand and interface compliance including a CSS based UI kit
5. Support the testing of website designs, components and front-end developments, including checks for accessibility compliance and cross-browser compatibility.
6. Undertake research to inform design decisions, ensuring work is grounded in up to date and detailed understanding of online user behaviours, evolving design patterns and UX, technical developments (especially around front-end development) and organisational needs and goals.
7. Support the work of those producing digital user experiences, providing advice on interface design as needed.
8. Support the Senior Digital Designer on major projects and the development and application of relevant policy & standards.

Footnote: This job description is provided to assist the job holder to know what their main duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of post.

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## Person Specification: *Digital Designer*

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The following outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted.

Applicants should describe in their application how they meet these criteria.

	<b>Criteria</b>
<b>Qualifications</b>	<ul style="list-style-type: none"><li>• Professional / undergraduate degree level qualification in an appropriate field such as graphic, digital or web design.</li></ul>
<b>Experience</b>	<ul style="list-style-type: none"><li>• Proven experience of working in a similar digital design role in a website development environment.</li><li>• Experience in developing sites to meet WCAG 2.1 AA website accessibility standards.</li><li>• Experience of responsive, content-first, digital design within a content management system environment.</li></ul>
<b>Skills and Abilities</b>	<ul style="list-style-type: none"><li>• Excellent UX and design skills in an online / website context</li><li>• Excellent graphic design and photo manipulation skills and the ability to explain your design ideas and rationale</li><li>• Proficiency in the use of Adobe CC (especially Photoshop and Illustrator)</li><li>• Very good coding skills using modern HTML and CSS, as well as JavaScript</li><li>• Ability to analyse user data and apply knowledge to create and improve online customer journeys and marketing pathways</li><li>• Ability to work effectively both as part of a multi-disciplinary team and individually, and to work effectively under pressure / to tight deadlines.</li></ul>
<b>Knowledge</b>	<ul style="list-style-type: none"><li>• Excellent knowledge of website design, development and user experience (UX) practices as well as usability principles, website accessibility, testing and performance.</li><li>• Awareness of the core principles and practices of marketing and customer experience.</li></ul>

**Kent Values  
and Cultural  
Attributes**

**Kent Values:**

- We are **brave**. We do the right thing, we accept and offer challenge
- We are **curious** to innovate and improve
- We are **compassionate**, understanding and respectful to all
- We are **strong together** by sharing knowledge
- We are all **responsible** for the difference we make

Our values enable us to build a culture that is:

**Flexible/agile** - willing to take (calculated) risks and want people that are flexible and agile

**Curious** - constantly learning and evolving

**Compassionate and Inclusive** - compassionate, understanding and respectful to all

**Working Together** - building and delivering for the best interests of Kent

**Empowering** - Our people take accountability for their decisions and actions

**Externally Focused** - Residents, families and communities at the heart of decision making