

GRAPHICS ASSISTANT JOB DESCRIPTION

The Rose is seeking a creative and driven part-time Graphics Assistant to help enhance the theatre's visual presence. Reporting to the Marketing and Communications Manager and working as part of a busy Marketing and Ticketing team, you will be responsible for delivering key design assets and creating original artwork for our Learning and Participation programme.

Reporting to: Marketing and Communications Manager

Salary range: £25,000 - £27,000 pro rata

Hours: 16 – 24 hours (2-3 days) per week

Additional hours, including at evenings and weekends, may be required in order to fulfil the requirements of the post.

Holiday: 28 days pro rata plus Bank Holidays

Notice period: 1 month, after a probationary period of 3 months

Benefits: Complimentary show tickets (subject to availability)

25% off food and drink at the Rose Café

NOW Pension Scheme

Ride to Work Scheme

Season Ticket Loan

To apply: please send a covering letter (no more than two A4 pages) outlining how your experience fits the role, examples of your design work and your CV to jobs@rosetheatre.org.

Please also complete an Equal Opportunities Monitoring Form found on the Careers page on our website and email this to HR@rosetheatrekingston.org.

Deadline: 10am on Monday 24 February 2025

Chief Executive
Robert O'Dowd

Artistic Director
Christopher Haydon

Advisory Associate Director
Sir Trevor Nunn

Rose Associate Artists
Jane Asher
Lucian Msamati
Niamh Cusack
Melly Still

RESPONSIBILITIES

- Collaborate with the Marketing & Ticketing Team to identify and deliver print and digital promotional assets for both Rose Theatre and receiving productions, including one-night events and touring productions
- Coordinate with external creative design agencies on the delivery of key art, including required layered files and source materials, to customize for distribution across Rose print and digital marketing and communications purposes
- Develop and maintain branded templates for marketing collateral, including print (A1, A3, A5, magazines — *Spotlight on the Rose*, etc.) and digital screens (portrait, landscape, web, e-mail comms, social, etc.)
- Develop and maintain a branded template for Rose Theatre production programmes; collaborate with cross-functional teams to manage content and deliver final files for print or digital distribution for select productions
- Create original designs for select Learning & Participation projects and productions
- Support the Marketing and Communications Manager in maintaining brand guidelines and work with Marketing & Ticketing Team to ensure consistent delivery throughout the building and in all communications
- Explore and maintain relationships with third-party printers to ensure high-quality, low-cost delivery of required collateral

REQUIREMENTS

- Passionate about theatre and the arts
- Educated to degree level in a related subject matter, or with appropriate practical experience in a similar role
- A portfolio that demonstrates a creative approach and a good understanding of image-making, design layout and typography
- A keen eye for detail
- Fluency with Adobe Creative Cloud, stock photography and graphics libraries, including licensing requirements and limitations, and other third-party graphics resources
- Able to manage multiple projects and deliver to deadlines
- Excellent communication and writing skills



ROSE THEATRE

Rose Theatre is one of the largest producing theatres in London and has established itself since its 2008 opening as one of the most exciting theatres in the UK. Our mission is to entertain audiences, elevate artists, and empower our community.

Forthcoming Rose productions include: *The Koala Who Could* based on the bestselling picture book by Rachel Bright and Jim Field, adapted and directed by Emma Earle with music and lyrics by Eamonn O'Dwyer; and the London premiere of *The House Party*, a Chichester Festival Theatre and Headlong co-production in association with Frantic Assembly, written by Laura Lomas and directed by Holly Race Roughan.

Recent Rose Theatre productions include: *Robin Hood & the Christmas Heist*, written by Olivier Award winner Chris Bush, directed by UK Theatre Award winner Elin Schofield; *Never Let Me Go* based on Kazuo Ishiguro's international best-selling novel, adapted by Suzanne Heathcote (*Killing Eve*), and directed by Christopher Haydon; *Abigail's Party* by Mike Leigh, and directed by Jack Bradfield; *The Boy at the Back of the Class* based on the bestselling children's novel by Onjali Q. Raúf, adapted by Nick Ahad, and directed by Monique Touko; *The Lion Inside* based on the bestselling story by Rachel Bright & Jim Field, in a brand new adaptation and directed by Sarah Punshon, with music and lyrics by Eamonn O'Dwyer; *The Glass Menagerie* by Tennessee Williams, directed by Atri Banerjee and starring Geraldine Somerville; and London premiere of the Royal Lyceum Edinburgh production *Macbeth (an undoing)* written and directed by Zinnie Harris, after Shakespeare, which transferred to Theatre for a New Audience in New York and received four Drama Desk nominations.

Previous productions include: *Shooting Hedda Gabler* by Nina Segal, based on Henrik Ibsen's classic Hedda Gabler and directed by Jeff James; *A View From the Bridge* by Arthur Miller, directed by Holly Race Roughan, co-produced with Headlong, Chichester Festival Theatre, and Octagon Theatre Bolton; *Richard III* directed by and starring Adjoa Andoh; *The Importance of Being Earnest* by Oscar Wilde, directed by RTST Award winner Denzel Westley-Sanderson (nominated for four Black British Theatre Awards); *The Caucasian Chalk Circle* by Bertolt Brecht, in a new version by Steve Waters with music by Michael Henry, directed by Christopher Haydon (nominated for Best Revival at the WhatsOnStage Awards); *Peter Pan* by J.M. Barrie in a new version by Evan Placey, with music & lyrics by Vikki Stone and directed by Lucy Morrell; *A Christmas Carol* in a new version by Morgan Lloyd Malcolm, with music by Eamonn O'Dwyer, directed by Rosie Jones; Jeff James and James Yeatman's adaptation of Jane Austen's *Persuasion*, featuring an explosive foam party and a soundtrack of Frank Ocean, Dua Lipa and Cardi B; *Captain Corelli's Mandolin*, adapted by Rona Munro, which transferred to the West End in July 2019 following a successful UK tour; and the world premiere stage adaptation of Elena Ferrante's Neapolitan Novels, *My Brilliant Friend*, adapted by April De Angelis, which transferred to the National Theatre in November 2019. The latter were both directed by Rose Associate Artist Melly Still.

Although it is a charity and receives no regular funding from Arts Council England, Rose Theatre operates with support of two key funders: The Royal Borough of Kingston and Kingston University.

For more information visit: rosetheatre.org