

# rayburntours

<b>POSITION:</b>	Junior Graphic Designer
<b>CONTRACT:</b>	Permanent/full-time (37.5 hours per week)
<b>LOCATION:</b>	Derby
<b>SALARY:</b>	£18,000 - £22,000 dependent upon experience

## THE COMPANY

At Rayburn Tours, inspiring young minds and creating unforgettable experiences is at the heart of what we do.

Group travel specialists since 1965, we are an independent, family-run business based in Derby. Our ever-growing team of almost 100 employees is dedicated to creating tailor-made, international trips for over 23,000 passengers each year. Specialising in educational trips, ski trips and sports tours for schools, as well as concert tours for all types of youth and adult ensembles, we aim to inspire our groups to seek adventure, embrace other cultures and learn new skills.

Our sister company, Venture Abroad, offers activity holidays for uniformed youth groups (such as Guides and Scouts) and works closely with the Trefoil Guild to provide an event management service for their Annual Meeting.

We organise a comprehensive package which is comprised of travel arrangements, accommodation, excursions, full itinerary planning and insurance, as well as a multitude of tour-specific extras including organising venues and publicity for concert tours and study handbooks (linked to the National Curriculum) across a wide variety of subjects for educational tours.

## THE POSITION

We are looking for a creative and enthusiastic individual to join our company, who will assist in driving, developing and improving the design needs of our business. Mentored by our Senior Graphic Designer, the ideal candidate will possess the confidence and knowledge to take projects from conception through to completion whilst working within our branding guidelines.

This position provides an excellent opportunity to work on a variety of projects within a small, dynamic creative team.

A large part of our marketing programme is the design and upkeep of our WordPress based company websites and the design and production of our brochures which we mail to our database on a regular basis. Therefore, an exceptional eye for detail is essential, whilst experience in UX design or design for web would be of great benefit.

In addition to the website and brochures the position will also include assisting with the design of direct mail, exhibition graphics, electronic media, local and national press advertising campaigns and in-house literature.

Based at our Head Office in Derby, the position is full-time (37.5 hours per week, Monday – Friday). The Company operates a Flexible Working Programme for all full-time staff which enables a choice of one of 4 bands to work per week between 08:00 – 18:00hrs.

The start date is immediate and is therefore dependent upon the successful candidate's notice period.

### Essential Skills & Experience:

- Proficient use of the Adobe Creative Suite specifically Indesign, Photoshop and Illustrator.
- Attention to detail.
- Flexible, fast learner.
- Design degree or qualification – ideally with industrial placement experience.

### BENEFITS

- A basic salary of £18,000 - £22,000 per annum
- 24 days holiday per year (increasing with length of service to a maximum of 27 days) in addition to all public holidays
- Cycle to Work and Healthcare Cashback schemes
- Contributory pension scheme
- Flexible Working Programme

### HOW TO APPLY

Applications should be addressed to Katie Boyden and include a CV with a covering letter stating:

- Your current role and salary
- Where you saw this vacancy advertised
- Why you are a suitable candidate for this position

Please email your application to [recruitment@rayburntours.com](mailto:recruitment@rayburntours.com) or post it to:

Joint Managing Director  
Rayburn Tours Ltd  
Rayburn House  
37 Brunel Parkway  
Pride Park  
Derby  
DE24 8HR

**Closing date: 24<sup>th</sup> January 2020**

