



JOB DESCRIPTION

POSITION:	Design & Video Specialist
DEPARTMENT:	Direct Sales & Marketing
REPORTING TO:	Direct Sales & Marketing Manager
LOCATION:	Toronto
START DATE:	January 2019

POSITION SUMMARY:

Have a zest for life and a lust for travel? Passionate about visual storytelling and marketing? Keen to work on an international, multicultural, hardworking team?

We're on the hunt for an energetic and creative **Design & Video Specialist** to join Urban Adventures. This is a full-time position to be based in Toronto, Canada.

In this role, you'll support the overall creative production needs for marketing the global Urban Adventures business to both consumers and industry. You'll need to think creatively and outside the box, and understand how video and design influences customer purchasing and conversion. Tasks will include:

- Designing marketing collateral for email, web, print and social channels
- Directing, scripting, shooting and/or editing video content
- Organizing shoots and coordinating with videographers and photographers
- Managing our library of creative assets (photo and video)
- Ensuring all our visual marketing adheres to brand guidelines
- Developing new creative ideas and executions for video and design

Working in marketing can be demanding at times and requires dedication and close attention to detail. You'll be required to follow briefs, but to also apply your own creative flair to best demonstrate our brand voice. At busy times you may be asked to work additional hours to help clear work (especially when the deadlines for major projects are approaching). Occasional travel will be required; therefore you must have a valid passport.

QUALIFICATIONS AND EXPERIENCE

- Proven experience in professional graphic design or video editing
- Expertise with InDesign, Photoshop and Illustrator
- Experience with Adobe Premiere or similar video editing software
- Experience working with Asana and Bynder or other content and task management systems
- Sharp eye for photography and best practices for online images
- Strong multi-tasking and project management skills
- Team-oriented but with ability to work independently
- Ability to work and communicate with an international, culturally diverse team
- Basic knowledge of the travel industry and the Urban Adventures style of travel
- Degree or certification from accredited college or university in graphic design is preferred
- Valid passport and ability to travel

If you have plenty of stamps in your passport (or just dream of them one day) and are confident you can hit the ground running, we'd love to hear from you!

APPLICANTS

Please submit the following via the [Intrepid Group website](#):

1. **Cover letter:** Please tell us briefly why you want to work for Urban Adventures.
2. **Resume:** Please submit your resume outlining your past experience and relevant training/education.
3. **Portfolio:** Choose at least two pieces of design work that you think best exemplify your skills, both technical and creative, and three samples of video editing that you have done.