



**Tō Mātau Moemoeā** Our Vision is to use the past, present and future technology and ingenuity of Aotearoa to educate and inspire the innovators of tomorrow.

- KIA WHAKATŌMURI TE HAERE WHAKAMUA -

**Position:** Exhibitions Designer

**Reports to:** Exhibitions Design Manager

## PURPOSE OF THE ROLE

The Exhibitions Designer is responsible for developing high quality, professional graphic design for MOTAT and is a key member of the Exhibitions team.

Graphic design is required throughout the visitor experience, including in exhibitions, smaller displays, standalone experiences, and other labels and signage around MOTAT. The position is part of a small design team within the larger Exhibitions team dedicated to devising and delivering exhibitions that are based on MOTAT's strategic goals and aligned with our collection strengths and target audiences. The team aims to deliver interpretation that will delight, captivate and inspire multi-generational audiences.

## RESPONSIBILITIES

- Support the Exhibitions Design Manager to create and develop graphic solutions for the Museum's exhibitions and displays in accordance with exhibition design briefs.
- Collaborate with the whole Exhibitions team to develop and deliver design elements of exhibition projects.
- Design whole exhibition identities, lockups, logos, labels, information hierarchies, colour palettes, material palettes, illustrations and other unique graphic solutions.
- Create exciting and innovative graphic solutions that align with MOTAT's values, strategy, and Visitor Experience Plan.
- Work with other teams at MOTAT including Brand & Communications, Public Programmes and Education to help ensure a consistent approach to design across the Museum.
- Represent the Exhibitions Design Team at meetings when required.
- Organise and seek production quotes from suppliers, communicating production specifications clearly and concisely.
- Produce technically accurate, production ready artwork for printers, fabricators, other stakeholders and contributors to projects.
- Create effective design solutions which are achievable within budget and time parameters.
- Produce presentations, mood boards, concept and detailed drawings for discussion with project teams.
- Assist with larger projects concerning developing the MOTAT environment look and feel.
- Model behaviour consistent with MOTAT values.

- Follow all museum policies and procedures including but not limited to Health and Safety and the Museums Aotearoa's Code of Ethics.
- Undertake any other reasonable duties as may be required to ensure that MOTAT's business objectives are met.

## KEY PERFORMANCE INDICATORS

- Creation of high-quality graphic design across MOTAT from prescribed briefs, within agreed budget and time frames.
- Successful completion of agreed projects, with an emphasis on visitor experience being at the centre of all design.
- Supply of fit for purpose drawings, specifications and production-ready files to team members, printers, manufacturers and other stakeholders.

## KEY RELATIONSHIPS / DELEGATED AUTHORITY

<b>Responsible for:</b>	Nil
<b>Internal Liaison:</b>	Exhibitions, Museum Experience Hub, MOTAT Team
<b>External Liaison:</b>	Designers, Suppliers, Stakeholders, and Contributors

## BUDGETARY AUTHORITIES

Nil

## SKILLS & EXPERIENCE

- A tertiary design qualification is required, and experience in a graphic design role with 1- 2 year's experience is essential.
- Experience and proficiency in Design Software including Adobe Creative Cloud (Illustrator, InDesign, Photoshop) and MS Office applications.
- Graphic and/or environmental graphic design experience, working to briefs and target audiences. Demonstrated ability to identify, understand and respond to target audiences.
- Demonstrated understanding of modern museum best practice.
- Experience in design within a museum or similarly visitor-focused environment - the ability to apply this to a STEAM (Science, Technology, Engineering, Arts and Maths) based visitor experience is desirable.
- Successful completion of agreed projects, with an emphasis on visitor experience being at the centre of all design.
- Excellent written and oral communication skills.
- An interest in te ao me ngā tikanga Māori and an ongoing commitment to building knowledge in this area.
- Good time management skills, able to prioritise workloads across multiple projects and meet deliverables.
- Ability to work quickly, to meet tight deadlines and to respond with agility to opportunities as they arise.
- Demonstrated ability to work collaboratively with team members, internal and external stakeholders.

## Ō MĀTAU UARA OUR VALUES

<b>AUAHATANGA INNOVATION</b>	We will be courageous and try new things.
<b>NGĀTAHITANGA COLLABORATION</b>	We will work as a team that respects and supports others.
<b>MOTUHĒHĒTANGA INTEGRITY</b>	We will act ethically and with respect and transparency.
<b>PŪMAUTANGA SUSTAINABILITY</b>	We will foster knowledge and promote technology that is beneficial to our community and environment.

*This document covers the broad results expected from the position and will form the basis of specific objectives to be agreed and reviewed on a regular basis.*