

# Runway Journal

## Digital Producer

Digital Producers contribute to Runway Journal's twenty-year history in collaboration with our enthusiastic and dedicated Board of artists, writers and curators.

As a digital publishing platform, we encourage writers and artists to create new ambitious online works. You will be working closely with the Digital Team to develop a strong visual identity for Runway Journal across our digital channels by contributing to the design for our Issues, website, EDMs and social media content, while supporting Runway Journal contributors to develop their works for our digital platform.

You will have strong skills in Adobe suite, video editing and a working knowledge of web engineering; as well as insights into technology and social trends. If you feel you have creative and innovative ideas on how Runway Journal can improve and continue growing, then we would love to hear from you.

### Responsibilities

- Work collaboratively with artists and Board members on multimedia commission delivery
- Create a visual identity for Runway Journal, including through graphic design for Issues, Conversations, social media tiles, communications assets, and other relevant documents
- Contribute to the ongoing maintenance, management and future development of the Runway Journal website
- Create, edit and posting social media content
- Expand and promote Runway Journal's local and international audience
- Where relevant, support the management of Digital Team members and allocation of tasks

### Essential Criteria

- Digital editorial experience
- Design experience

- Efficient knowledge of image/video editing, inc. transcoding, compressing and resizing
- Experience with Wordpress CMS, CSS, HTML, JS and web hosting managers
- Up-to-date knowledge of SEO
- Working knowledge of analytics and insights
- Passion for the arts and arts writing
- A genuine interest and engagement with Runway Journal's program
- A positive attitude and genuine interest in keeping up-to-date with concerns, issues and events in the Australian art scene