



UX/UI Designer (Contractor)

job description and organisational overview



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job overview

Post:	UX/UI Designer.
Location:	1 Lamb's Passage, London, EC1Y 8AB
Compensation:	£250 - £300 per day (depending on experience).
Working schedule:	For the purposes of this contract we would need you in the office for 3 days per week and expect to contract you for 21 hours per week.
Contract duration:	3-months
Closing date:	13 March 2019

background

In the autumn of 1906, eleven men gathered around a table to witness the birth of the United Kingdom Evangelization Trust (UKET). Progressive for its time, UKET's primary function was to hold in trust resources generously given by its members for Christian based philanthropy.

Fast forward 113 years and Stewardship remains a progressive pioneer of generosity; receiving, investing and releasing almost £60 million of charitable giving each year. Having undergone radical growth through numerous mergers, Stewardship is now proud to be the 8th largest faith based charity.

In recent times, Stewardship has started a journey of transformation; from a traditional transactional service provider, to an innovative and technically-orientated professional services company. The transformation has involved changing some of our core functions, with growth in the likes of IT, digital marketing, professional services and product development. We have a very strong donations processing platform developed and maintained by an outsource partner. Furthermore, we are actively growing our ability to connect with our clients and connect them to each other, to roll out our services using the ever widening array of device platforms and to create and change new products.

To support this, we are currently in the process of completely redeveloping our online platforms for both givers and recipients. This work introduces a responsive modular design, new visuals, and enhanced features and forms the foundation for continued innovation to better serve our users in future.

We are now recruiting for a UX/UI designer based at our offices in the City. This is an opportunity to work amongst a small team, gain deep exposure to a variety of systems and play a significant part in driving forward our mission.



mission, vision and values

Our vision is for the world to encounter Jesus through the generosity of His church.

Our mission is transforming generosity:

We make giving easy and help over 25,000 individuals to give around £70 million each year, to our database of over 19,000 charitable causes. We help people organise all of their charitable giving from the first gift to the last, any amount at any age, using their Stewardship giving account. We are also a Payroll Giving agent and our online fundraising website, give.net, helps hundreds of causes raise more money each year.

We inspire greater generosity from the Christian community too, through our wealth of resources, courses and campaigns for individuals and churches alike. We challenge and provoke the church to teach more effectively on generosity. Our own generosity campaigns and resources, including the award-winning 40acts, attract thousands each year.

We strengthen Christian causes too, by offering practical, tailored financial and legal support to help Churches and Christian charities to transform the world. We offer a range of professional, legal and financial support services to churches, charities and individuals.

At our core, as believers in Jesus Christ, are the biblical values of:

Generosity Integrity Relationship Excellence

Occupational Requirement (OR)

As a result of our Christian ethos, this post is covered by an Occupational Requirement (OR) under the Equality Act 2010. The successful applicant will be expected to be a practising Christian and to clearly demonstrate a personal commitment to the mission, principles, values and practices contained in our Ethos Statement.



job description

Overview

- As UX/UI Designer, your role will be to support the Product Manager in redesigning key elements of our online giving platform. You will be responsible for large parts of the customer discovery process – meeting regularly with customers, facilitating design sprints, developing prototypes, iterating designs, and working alongside an agile development team
- Your responsibilities will include designing graphic elements, building navigation components, and maintaining our User Interface library.
- To be successful in this role, you will have proven experience with design software and wireframing tools and a portfolio of professional design projects that includes work with web/mobile applications

Main responsibilities:

- User Research & New Product Discovery
- Design Sprint Planning and Facilitation
- Identifying Needs/Customer problems
- Wireframing & Prototyping
- Information Architecture
- Responsive & Interaction Design
- User Interface Design
- User Testing
- Iteration of Designs to Delivery Readiness
- Ongoing Design Tweaks/Changes Post Delivery
- Development Sprint Input



Person Specification

We recognise that to be great at your role there are certain characteristics that are vital and others that enable a good fit within our existing team, and culture.

You will have the following experience:

- Proven work experience as a UI/UX Designer or similar role
- Portfolio of web/mobile design projects
- Experience using and up-to-date knowledge of wireframe tools (e.g. Wireframe.cc, Balsamiq, InVision)
- Experience using and up-to-date knowledge of design software (Sketch - essential, Illustrator, Photoshop)
- Experience using and up-to-date knowledge of modern prototyping tools (e.g. Marvel, Invision).
- Experience working in or alongside agile development teams

The following experience would be beneficial:

- Experience working in and/or facilitating design sprints.

You will have the following characteristics:

- Strong communication skills to collaborate with various stakeholders
- You will be able to move comfortably between shaping the bigger picture, and diving into the detail
- You will have strong decision-making abilities, able to take tactful authority
- You will have a commitment to deadlines, able to plan and prioritise work, and manage and motivate the team
- You will have an enquiring mind that will learn new topics fast and evaluate their usefulness to new or future projects.
- You will be a servant leader and collaborative worker, able to roll up your sleeves and muck in



working for us

Working hours:

For the purposes of this contract we would need you in the office for 3 days per week and expect to contract you for 21 hours per week. The contract term is 3 months with the possibility of an extension.

Stewardship's normal office hours are 9am to 5pm, Monday to Friday, but you may be required to work on a flexi-time basis between 8.30am and 6pm in accordance with the needs of the organisation.

Equipment Required:

You will need to provide your own laptop computer protected by up-to-date anti-virus software. You will need have your own licences for any design specific software required to perform your role (E.g. Sketch, Photoshop, Balsamiq). Licences for collaborative tools will be provided by Stewardship (E.g. Asana, Zeplin, Marvel).

Right to Work in the United Kingdom:

You must have the right to work in the United Kingdom as a self-employed contractor for the duration of this contract to apply for this role.



application process

Please email a CV, recent portfolio, and covering letter (to include how you meet our Occupational Requirement) to careers@stewardship.org.uk.

Please provide suitable daytime and mobile contact details as well as a confidential email address wherever possible.

All correspondence will be acknowledged within 48 hours.

If you do not receive an acknowledgement for all future emails, please presume your email has not been received; you should make contact by phoning 020 8502 5600.

For further information, please contact Helen Thomas, HR Administrator.

Address: 1 Lamb's Passage, London, EC1Y 8AB
Telephone: 020 8502 5600 ext. 304
Email: careers@stewardship.org.uk