**Organisation: Transport Focus**

**Role: Design and Publications Officer**

**Location: London or Manchester**

**Salary: £32,440 gross per annum**

**Benefits:** **Generous pension scheme and 30 days annual leave (plus bank** **holidays), employee assistance programme, flexible working (minimum 2 days a week in the office).**

**Closing date: 12:00 midday, Wednesday 13 August 2025**

**About us**

We are the voice of Britain’s transport user. We ensure they’re at the centre of tomorrow’s policy decisions and that future investment in the transport network is focused on their needs and experiences. We listen to the public and find out their experience of using, or trying to use, Great Britain’s railways and England’s bus, tram and major road networks. We bring together transport providers and share these views so problems can be fixed but if they are more challenging to resolve, publish an improvement plan. Our analysis, drawn from data and insight across the industry, puts the voice of the transport user at the heart of decision making – in Westminster, Cardiff, Holyrood and with the Mayors of our great city regions.

We are changing how we deliver more impact for external stakeholders through our business plan. And that’s where you come in!

This is an exciting opportunity for you to join an ambitious organisation at a pivotal time for transport users and for our people.

**About you**

We are interested in the skills and experience you bring, not just the job titles on your resume. Reflecting our ambition and commitment to be more representative of all transport users, we aim to build teams that draw upon the widest range of experiences, talent and ideas, and for that reason welcome applications from the broadest range of backgrounds and communities.

**To be successful you will be:**

* An expert in graphic design, document layout and copywriting skills across various digital and print platforms
* Able to commission, write and edit inspiring, creative and compelling content for a wide range of audiences and channels
* An expert in creative platforms such as Adobe Photoshop, Illustrator, InDesign, Canva etc
* Able to propose creative and innovative solutions to maximise reach and have a positive impact
* Experienced in managing external agencies / providers
* An expert in the management and delivery of multiple projects and programmes of work
* Able to communicate exceptionally and have excellent interpersonal skills, with the ability to build relationships, work collaboratively and coordinate cross-functional teams
* Able to solve problems with a self-motivated and solutions-focused outlook
* Tenacious, proactive, and creative in approach
* Able to have an appreciation of transport and its associated challenges

**How to Apply**

**To apply, please visit our website via the button below.**

[Careers - Transport Focus](https://www.transportfocus.org.uk/about/careers/)

**Recruitment timetable**

Application deadline is 12:00 midday, Wednesday 13 August 2025

Virtual interviews are scheduled to go ahead on w/c 18 August 2025

If you require an adjustment to enable you to apply for the post in a way that best suits you, please contact the HR team at recruitment@transportfocus.org.uk before you submit your application.