

Want to help
shape the moments
that matter?

Acteon

Art Director – Medical Communications

Thank you for your interest in this position. This document will give you more information about Acteon, our work, and this role. On the next page you will find details explaining how to make your application.

Acteon is a Cambridge-based consultancy with international clients in a wide range of sectors. We create award-winning communication and learning solutions in response to the unique requirements of our clients. We also offer strategic consultancy on communication issues, and design and build online applications that enable users to share and access information.

Our creative Studio bring our projects to life. They work across a range of media and content formats including e-learning, animation, film, audio, print and photography. Working closely with our consultant and technical teams, they translate concepts, scripts and storyboards into attractive, engaging and interactive content.

Much of our work at Acteon is in the field of medical communications for our pharmaceuticals clients, where we have an outstanding reputation for the quality, innovation and accuracy of our work. This is a challenging and exciting field with great opportunities for creative design, and this new role will be focused on our clients and projects in medical communications.

As an Art Director you will lead the design response to a client brief, in close collaboration with the project consultant. You'll shape the creative treatment, co-ordinate design and development and assure the design quality of finished deliverables. You will be a role model of creativity and professionalism for Studio colleagues and help shape the overall design capability of Acteon.

This is an exciting opportunity for a talented graphic designer with significant experience creating medical communications who is confident to direct other design and production colleagues. We are looking for someone who is:

- capable of originating striking and effective design concepts in response to a client brief
- comfortable collaborating directly with clients in the creation of design ideas
- familiar with the stringent design expectations of medical communications
- well organised, efficient, and capable of running multiple projects simultaneously
- passionate about the quality of the work they deliver, and able to inspire that in others.

The ideal candidate will have more than 8 years' experience of working in a creative design environment, and a strong portfolio to discuss. In addition, they will have:

- proven experience in graphic design for a wide range of media
- a track record of design for a range of medical communication formats
- experience directing a design team
- well-developed project management and communication skills
- extensive experience with Adobe Creative Suite.

Our Cambridge office re-opened in early 2022 and all colleagues have moved to a flexible working pattern with some time spent in the office and some time working from home.

The post is a full-time position, and the salary is negotiable based on experience, in the range £40,000 – £45,000. We also offer a contributory pension scheme, life assurance, subsidised gym membership, and 25 days annual holiday (in addition to statutory holidays). In successful years we make bonus payments.

Who we are and how we work

Acteon is a limited liability partnership. We pride ourselves on the high quality of our work, the frequency with which we exceed our clients' expectations, and our ability to get things right first time. This is reflected in the many national industry awards we have won. Acteon has an informal structure where hierarchy and management are kept to the minimum – a working style that we value highly and which requires colleagues to be mature, cooperative and self-directed. We value and listen to the opinions of all colleagues; good working relations and responsible attitudes to teamwork are at the heart of our organisation.

Acteon has an informal structure where hierarchy and management are kept to the minimum – a working style that we value highly and which requires colleagues to be mature, cooperative and self-directed. We value and listen to the opinions of all colleagues; good working relations and responsible attitudes to teamwork are at the heart of our organisation.

Making your application

To apply for this role, please send us:

1. Your CV.
2. A covering letter, briefly explaining your suitability for the role. Please state where you saw this post advertised.

Applications must be submitted by **8 July 2022**. Please send your application by post or by email to: [**recruitment@acteoncommunication.com**](mailto:recruitment@acteoncommunication.com)

Acteon, Burleigh House, 15 Newmarket Road, Cambridge, CB5 8EG.

Following review of the applications, selected candidates may be invited to our offices for an interview or via Microsoft Teams/Zoom.

For further information, please contact Ben Marsden via email at [**ben.marsden@acteoncommunication.com**](mailto:ben.marsden@acteoncommunication.com)

Acteon designs and delivers blended learning to help organisations flourish. We craft creative solutions that make a real and lasting change for our clients. We provide support for strategy & design, change communication, e-learning, blended learning, mobile, video, animations, workbooks, gamification, coaching tools and learning management.

Acteon is a multi-award winning agency with an international reputation for quality and innovation.

acteoncommunication.com

Acteon