
Creative Design Specialist

Department: Marketing & Business Development (M&BD)

Contract: 12 month FTC

The firm

Bristows is a market leading law firm with a global client base across the life sciences and technology sectors. The firm has maintained its high standing in the market with the strength of our legal expertise and our unique firm culture driven by our core values.

We are looking for a motivated **Creative Design Specialist** to join the Marketing & Business Development (M&BD) team at Bristows on a 12 month fixed term contract. This is an exciting opportunity for someone with strong visual design skills and an interest in corporate design, digital communications and brand development.

Working closely with the Senior Marketing & Brand Manager and colleagues across M&BD, you will support the delivery of high-quality, visually engaging materials across a range of internal and external channels. You will play a key role in enhancing the firm's profile and visibility, helping to deliver impactful marketing and communications activity aligned with our strategic objectives.

This role offers the opportunity to contribute to a wide variety of projects, from key client presentations to supporting on internal communications and events, while ensuring consistent and effective use of the Bristows brand across all touchpoints.

Key responsibilities

- Work closely with the Senior Marketing & Brand Manager on the ongoing evolution of the Bristows brand, ensuring it is applied consistently across all materials and channels
- Produce high-quality design work across a range of formats, including presentations, event collateral, reports, digital assets and social content, with strong attention to detail
- Develop and maintain PowerPoint templates and assets, ensuring they are user-friendly and aligned with the Bristows brand
- Support and deliver firmwide brand training, helping colleagues apply the brand confidently and consistently
- Interpret briefs, develop creative solutions and advise on effective visual approaches
- Collaborate with colleagues across the firm, including BD and digital marketing teams, to deliver campaigns aligned with the firm's strategic objectives

Skills & experience

- Strong skills in PowerPoint and Microsoft Word, with the ability to create high-quality, visually engaging presentations and documents
 - Proficiency in Adobe Creative Suite (InDesign, Illustrator and Photoshop); experience with Canva and Premiere Pro would be beneficial but not essential
 - Experience working with presentation template systems (e.g. PitchPerfect) desired but not essential
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- Experience delivering design work across marketing campaigns, events and client-facing materials in a professional services or legal environment
- Strong organisational skills, with the ability to manage multiple priorities, meet deadlines and take a proactive, solutions-focused approach
- Excellent attention to detail, with strong writing and editing skills and a good understanding of house style
- A strong portfolio demonstrating high-quality design work across print and digital
- Confident communicator with the ability to build effective working relationships with colleagues, suppliers and external suppliers
- A collaborative team player who is adaptable and able to support wider M&BD initiatives

Our values & culture

With around 300 staff and partners in total and one UK location, we are able to maintain a friendly atmosphere where everyone is able to get to know each other and many policies and practices can operate on a trust basis.

We are based in modern offices at Blackfriars and very much value face to face collaboration and the social element of working relationships. We have introduced a Remote Working Policy which enables staff to work in an agile way – we do not monitor attendance but ask that everyone spends more time in the office than out of it, typically three days a week for full time staff.

Our firm values, which we very much “live”, are Ambition, Bravery, Curiosity and Friendliness. These underpin all that we do across both our client work and our internal strategic decision making. None of our lawyers have billing targets which means we can focus on doing the best for our clients while also having the time and capacity to assist each other in a genuinely collaborative working culture.

Training & career progression

We aim to have a coaching culture with regular informal feedback to supplement the formal appraisal process. Mentoring schemes are available for fee earners while members of the HR team can provide personal coaching and guidance in non-legal and personal management skills.

Personal and professional development is much valued at all levels so we have a generous budget which enables us to meet most ad hoc requests for additional training.

Reward & benefits

Our salary and bonus structure reflects our absence of billing targets and collaborative culture and any bonus is paid as a simple percentage bonus across the whole firm. We have a flexible benefits package that is kept under regular review and is designed with the wellbeing of our staff and their families.

Diversity & inclusion

At Bristows we are committed to championing equality, diversity and inclusion for all, and we are a proud signatory of the Law Society’s Diversity and Inclusion Charter. As a firm, and as individuals, we do all we can to treat people fairly and with mutual respect. This commitment enriches our work and our working lives and has played a key part in our success over the years.

We have an active, partner-led Diversity & Inclusion group which runs awareness raising and educational initiatives in addition to ensuring that our policies and procedures remain inclusive.

It is our policy to provide equal opportunities for all employees and job applicants in relation to recruitment, selection, pay, training, working conditions and promotion opportunities regardless of age, disability, gender, gender affirmation, marital or civil partnership status, pregnancy, race, religion or belief and sexual orientation. For more information about EDI policies and practices at the firm, please [see here](#). For more information on our [firm values, see here](#).