



Child's Dream Regional Office

Educated and empowered people responsibly shaping and sustaining fair, just and healthy societies for generations to come.

Are you looking for a challenging job opportunity at a non-government organisation? Child's Dream Regional Office in Chiang Mai is seeking an ambitious professional to join our passionate and dedicated team in the following role:

Graphic & Multimedia Coordinator

Starting date of position – as soon as possible

Location: Based in Chiang Mai

Together as a team, we at Child's Dream are here to empower people in the Mekong Sub-Region. We do this by working in partnerships with communities to improve the health and education of their children, youth and young adults for sustainable development.

We are seeking a creative, detail-oriented, and technically skilled Graphic & Multimedia Coordinator to join our Communication and Marketing team. In this role, you will be responsible for translating data and stories from our programmes into visually compelling and accessible design and video content. Furthermore, you will act as our primary brand guardian, ensuring visual consistency across all touchpoints, and equipping your colleagues with intuitive, user-friendly templates for everyday use.

Your duties and responsibilities include but are not limited to:

- Design a wide range of visually engaging print and digital materials, including reports, fact sheets, newsletters, infographics, and social media posts.
- Serve as the main point of contact for the organisation's visual brand identity, maintaining and enforcing brand guidelines across all entities.
- Develop and maintain user-friendly, robust templates in MS Office, Google Workspace and digital design tools (such as Canva).
- Provide brief guidelines and technical support to internal teams on how to effectively use brand assets and templates.
- Edit video content.
- Format and adapt visual assets for publishing across platforms.
- Manage and organise the media library, ensuring photos, video footage, icons, and logos are organised, properly tagged, and easily accessible.
- Occasionally design and coordinate the production of branded materials (e.g. T-shirts).

We are seeking a person who meets the following criteria:

Education and work experience

Bachelor's degree in Graphic Design, Multimedia Arts, Visual Communications, or a related field.

7 years of professional experience in graphic design, visual communications, and multimedia production. Non-profit experience is a strong plus.

Hard skills

- Proficiency in Adobe Creative Cloud (in particular InDesign, Illustrator, Photoshop, Premiere Pro), Canva, and data visualisation tools (such as Datawrapper).
- Advanced hands-on expertise in building custom templates, master layouts, and formatting systems in MS Office and Google Workspace.
- Proven experience in maintaining and scaling visual brand guidelines.
- Familiarity with social media content creation.
- Understanding of print preparation, colour modes, typography, and grid systems.

Soft skills

- Ability to work in an intercultural and diverse environment.
- Self-motivated and able to work independently with a proactive and responsible working style.
- Strong organisational skills, able to manage multiple priorities and deadlines.
- Great attention to detail.
- Empathy for non-designers, commitment to creating clean, simple, and robust templates.
- Effective cross-cultural communication skills, including active listening and constructive feedback, while collaborating well with internal and external stakeholders.

Language skills

Advanced written and spoken English language skills

Other requirements

Demonstrate and uphold all Child's Dream values, consistently applying the required behaviours in day-to-day work, interactions, and decision-making.

What we offer:

- A full-time position in our office in Chiang Mai with an unlimited contract
- A multicultural working environment with 10 nationalities in the region
- A working culture based on trust, constant exchange, lean hierarchy and constant learning and development
- Salary will be based on the relevant work experience, skills and knowledge plus monetary and non-monetary benefits
- In accordance with our Child Safeguarding Policy, shortlisted candidates will undergo a reference-checking process, which will include consideration of the candidate's conduct and suitability in relation to safeguarding children and young people.

Did we spark your interest? Wonderful! Please apply in English with your motivational letter, resume, salary expectations, university transcripts, portfolio and two professional references.

Submit your application here: [LINK](#)

The application deadline is 19 October 2026.

We will of course confirm that we have received your application and get in contact with you again if you are selected for the interview.