

ROLLING HILLS COMMUNITY CHURCH | JOB DESCRIPTION

TITLE	Contract Graphic Designer
REPORTS TO	Communications & Creative Director
STATUS	Contract/Freelance (Telecommute okay)
RATE	\$25-35/hour
TIMELINE	3 month retainer, 10 hours per week

POSITION OVERVIEW

The Contract Graphic Designer is a person who is passionate about pushing the envelope when it comes to design and cohesive branding. He/she has strong creative skills in general, but flourishes on building brands and creating a great visual experiences—possessing the skill set to concept and design branding elements such as logos, websites, brochures, digital graphics, and other print materials in a wide range of styles as well as possess a strong knowledge of the latest design trends.

RESPONSIBILITIES

- Apply and maintain Rolling Hills identity and branding standards
- Strong visual design, layout and typographic skills with unparalleled attention to detail across all created designs
- Provides innovative, creative options for conceptual designs or illustrations for projects
- Demonstrate a proven understanding of layout, type and color, and is able to translate concepts into production-ready artwork for approval and print
- Create/update new and existing creatives for multiple mediums such as web design, direct mail, print ads, email, online advertising, billboard, newsletter, event collateral as well as other mediums
- Communicate ideas and concepts clearly and concisely while quickly applying feedback and direction as needed
- Fulfill special projects as requested

KNOWLEDGE / SKILLS / EXPERIENCE REQUIRED

- Bachelor's degree in Graphic Design or related field
- 2+ years professional graphic design experience
- Candidate must have a portfolio containing print and digital samples
- Excellent oral and written communication, human relation and problem-solving skills
- Excellent self-management skills; able to work well collaboratively or independently depending on the need
- Must be able to work on a MAC platform and be proficient in Adobe Create Suite Design software
- Strong understanding of applications of print and web design principles
- Photography and/or Video experience would be a plus

Please send a cover letter, resume, and link to online portfolio to eleanor.ray@rollinghills.org by August 17.