



POSITION TITLE: Graphic Designer

REPORTS TO: Communications Director

Overview

The Graphic Designer uses their creative and artistic abilities to help communicate visually through color, texture, images, typography, etc., important ideas, messaging, events, and branding needs as assigned and managed by the Communications Director. The Graphic Designer will interact with a variety of ministries, pastors, professors, and other team members as they support both Colonial Baptist Church (60%) and Shepherds Theological Seminary (40%).

Key Responsibilities

- Create and design various materials for print and digital collateral
- Ensure projects are completed with high quality and on schedule
- Prioritize and manage multiple projects within design specifications and budget restrictions
- Work with a wide range of media and use graphic design software

Qualifications for Graphic Designer

- Bachelor's degree in graphic arts, design, communications, or related field
- 3-5 years of experience in graphic design
- Intermediate to advanced knowledge of layouts, graphic fundamentals, typography, pre-press printing specs, large-format printing specs, and digital design specs
- Intermediate to advanced knowledge of Adobe Creative Suite, with emphasis in PhotoShop, Illustrator, and InDesign
- Intermediate knowledge of Microsoft Word and PowerPoint.
- Compelling portfolio of work over a wide range of creative projects, including logo design, print and digital collateral
- Strong analytical skills
- Excellent eye for detail
- Familiarity with HTML, CSS and web design a plus