

GRAPHIC DESIGNER

PART TIME

Glendale Arts

Glendale Arts is a non-profit organization which integrates the arts into the identity, growth, and economic vitality of the City of Glendale by presenting programming and creating partnerships that benefit youth, patrons, artists, organizations, and businesses in the community and at the Alex Theatre.

Position Summary

We are seeking a Graphic Designer for Glendale Arts marketing needs as well as corresponding, year-round programs. The primary responsibility of the candidate is to collaborate with the Special Events Coordinator to develop and drive innovative solutions for all digital and printed design projects, including collateral/grassroots marketing materials and other projects as needed. This position will help lead the overall design efforts and will be accountable for ideation, concept development, branding and production assistance.

Key Responsibilities

- Collaborate with the Special Events Coordinator to develop and drive innovative solutions for select project initiatives. Ensure that solutions connect with the targeted audiences and result in a consistent brand message.
- Understand audience, marketing and business knowledge insights and incorporate into ideation, concept development, and execution.
- Oversee the design, layout, and production of all elements supporting marketing efforts (including website, social media, collateral, etc.).

Qualifications

- Bachelor's Diploma/Degree in Graphic/Visual/Communication Design
- Minimum 1+ years of experience in visual design.
- Proficient with Adobe CS6/CC with an emphasis on Illustrator, Photoshop, and InDesign (AfterEffects knowledge is a plus)
- Working knowledge of pre-press, printing processes, silkscreens, etc.
- Knowledge of social media platforms (Facebook, Twitter, Pinterest, Instagram)

Skills

- Demonstrated skill in collateral design
- Strong organizational, problem-solving, and time management skills
- Strong oral and written communication skills

Upcoming Projects

Graphic Design needs include but are not limited to the following:

- POPUP! Website - March 2016
 - Landing Page
 - Calendar Page
 - About/Info Page
- Assist Graphic Designer for Open Arts & Music Festival - 2016/2017
- POPUP! Daylight Savings Screening - March 2016

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- Deliverables:
 - Posters (11x17, 20x24)
 - Flyers (8.5x11)
 - Social Media graphics (Facebook, Instagram, GA Website)
- POPUP! Bookfest - May 2016
 - Deliverables:
 - Posters (11x17, 20x24)
 - Flyers (8.5x11)
 - Social Media graphics (Facebook, Instagram, GA Website)
- Open Shows - 2016/2017
 - Deliverables:
 - Posters (11x17)
 - Flyers (8.5x11)
 - Postcards, Stickers, Pins
 - Merchandising
 - Social Media graphics (Facebook, Instagram, GA Website)
- POPUP! Yoga - 2016/2017
 - Deliverables:
 - Posters (11x17, 20x24)
 - Flyers (8.5x11)
 - Social Media graphics (Facebook, Instagram, GA Website)
- POPUP! + LACO - 2016/2017
 - Deliverables:
 - Posters (11x17, 20x24)
 - Flyers (8.5x11)
 - Social Media graphics (Facebook, Instagram, GA Website)
- POPUP! + Ambulante California - Fall 2016
 - Deliverables:
 - Social Media graphics (Facebook, Instagram, GA Website)