



The Jewish Federation
OF GREATER WASHINGTON

Position : Junior Graphic Designer
Department : Marketing
Reports to : Senior Graphic Design Manager
Date : December 2018

Job Description

- Are you a talented graphic designer looking for your next career move?
- Do you have a passion for building a brighter, stronger Jewish future?
- Do you thrive in a creative, fast-paced team environment?
- Are you a proven, detail- and deadline-oriented team leader?
- Do you care about and understand the needs and interests of the Jewish community?

The Jewish Federation of Greater Washington's marketing department is looking for our next Junior Graphic Designer, and if you answered yes to these questions, you could be our perfect fit!

Your Role:

Reporting directly to the Senior Graphic Design Manager, you will create a range of design projects for the organization. Following brand guidelines and standards, you will generate creative, unique, and eye-catching designs from concept to completion. Your work will elevate and enhance the marketing of the organization and further its communications goals for a variety of audiences.

- Conceptualize, create and execute print and digital designs for cross-channel projects including event materials, brochures, posters, flyers, share graphics, web and email assets
- Assist the Senior Graphic Design Manager with defining and developing the organization's brand across print and digital spaces, ensuring brand standards are upheld throughout the organization
- Send final files and communicate directly with printer representatives
- Research and order stock imagery
- Color-correct images for web and print
- Assist in the art direction of photo shoots, including gathering inspiration and providing contact sheets for photographers
- Assist at events as needed. Events may occur in the evenings or on Sundays

Your Background & Skills:

- Bachelor's degree in Graphic Design
- Minimum 1 year of professional design experience, preferably with a marketing, non-profit, or creative agency, with a proven portfolio of work
- Proficient in Adobe Creative Cloud (Adobe InDesign, Illustrator, Photoshop)
- Demonstrate professional written and verbal communication skills, with a strong understanding of grammar and the ability to interact with team members at all levels at the organization
- Ability to accept design feedback and make appropriate design changes.
- Strong understanding of design principles, typography, color balance, and visual weight.
- Excellent creative-thinking skills with the ability to create unique concepts and innovative ideas
- Knowledge of the newest design and production software, techniques, and current trends
- Attention to detail and a natural tendency to double-check your work
- Ability to work efficiently both independently and in a team environment.
- Excellent organizational and time-management skills
- Strong problem-solving skills; the ability to manage multiple and shifting priorities and issues of varying complexity
- Willingness to learn and grow as a designer and professional

Desired but not Required:

- Experience creating animated digital animations for web
- Knowledge of animation software including Adobe Edge
- Experience with creating icons and illustrations both in vector format and in photoshop
- Photography
- Color-correction experience

Application:

To apply, submit your cover letter, resume and links to your work or online portfolio to jobs@shalomdc.org, using subject line "JR GRAPHIC DESIGNER POSITION". Applications without a portfolio will not be considered.

About The Jewish Federation of Greater Washington:

The Jewish Federation envisions an open, connected, and vibrant Jewish community that cares for each other, fosters Jewish learning and journeys, embraces Jewish peoplehood and Israel, and acts as a force for good in the world. As a mission-driven organization, we work to inspire, build, and sustain vibrant Jewish life in a changing world by mobilizing our community in common purpose, intentional innovation, and effective action. From this work, we know that the Jewish community locally and abroad will continue to be a strong, thriving and welcoming place for generations to come.