



Position: Graphic Designer

Classification: Part Time/All Church

Reports to: Director of Creative Arts

Edit Date: 4.6.2022

Qualifications:

- An evident heart and love for God and the local church, and a desire to provide excellence in church communications.
- Membership at Church of the Open Door (or willingness to become a member).
- A clear understanding of the sensitive and confidential nature of conversations, correspondence, and interactions in a church office.
- Excellent communication skills, an eye for detail and design, and fluency in a Mac or PC environment
- Organized and able to manage multiple projects from beginning to end with focus and initiative.
- Experienced in leveraging social media content on a variety of platforms.
- Experience in graphic design and online media
- Committed to improvement, seeks constructive criticism, understands strengths and weaknesses.

Anticipated work time: Part-time/Salary, 30 hours

Job Summary:

The Graphic Designer is responsible for producing engaging, creative, relevant, and innovative graphics that effectively communicate the mission and vision of Church of the Open Door and its ministries. The role operates under the direction of the Director of Creative Arts and is critical in supporting and building COD's visual communication standards as we look to "help everyone discover life change through Jesus."

Description of Responsibilities:

- A desire to help the church communicate effectively
- Demonstrate design experience and ability
- Understand design principles
- Demonstrate ability to think critically and problem solve towards effective design solutions
- Proficient in Adobe Creative Cloud
- Ability to manage multiple projects with adequate lead time
- A desire to grow and develop personal and professional skills and knowledge as a designer
- These duties and responsibilities are not intended to be all inclusive of the abilities needed to perform the job