

JOB DESCRIPTION: PRINT MEDIA DESIGNER

Reports to: Marketing & Communications Director(s)

Location: Troutdale, OR | Full Time Hourly Position

Job Description

Works in collaboration with Marketing Director (MD). Conceptualizes and executes development of print resources for internal and external use. Maintains the consistency of organization-wide visual branding. The Print Media Designer will be an integral part of providing exceptional, informative, and engaging products to promote recovery and healing for men, women, and churches.

Qualifications

- Expertise in Adobe CS, with emphasis on InDesign, Illustrator, and Photoshop
- Experience with Google Workspace, productivity applications (Asana preferred)
- Mastery in designing for print and publishing
- Excellent time management
- Excellent interpersonal and communication skills, both written and verbal
- Ability to manage multiple projects simultaneously and multitask
- Minimum 5 years graphic design experience
- Ability to collaborate with a team for desired outcomes
- Exceptional listening skills and ability to understand design needs
- Strong attention to detail
- Maintain up-to-date knowledge of industry best practices
- Ability to work well independently and as part of a team
- Excellent creativity and innovation

Responsibilities

- Maintain, communicate, and update organization, event, product, department, and team branding and style guides
- Conceptualize, ideate, design, and layout print resources in collaboration with MarCom
- Create templates and SOPs and train other employees in their use
- Manage projects, including tasks, milestones, and timelines, coordinating with team members as needed.
- Creates or sources needed images, graphics, graphs, charts, and illustrations. Packages files for future use and distribution.
- Creates branding for new resources, based on market research, message, target audience, and author direction. Format covers and book interiors for print production, based on Pure Desire brand guidelines.
- Export print files as needed for printers and production staff, including setting content on desired page size, using custom bleed and cut marks, communicating color vs. grayscale page order, and collating, folding, binding, and booklet settings.
- Prepare resources for print and provide basic copyediting
- Additional duties as assigned by MD