



JOB OPPORTUNITY

Freelance Graphic Designer

Position Summary

This is a freelance position. Working in a busy graphic design department, reporting to the Art Director, the position requires an ability to work quickly and efficiently on a broad range of design projects from modest one color to elaborate four color productions including print advertising, posters, flyers, catalogs, newsletters, brochures, labels, front of house, point of purchase and other related materials. Web experience a plus. Experienced in a MAC environment, the graphic designer will work on individual and team assignments within the Marketing and Communications Department.

Position Accountabilities

- Design and pre-press production of projects assigned to the Creative Services Department
- Meet with Communications and Marketing staff as well as individual departments at 92Y to implement projects/campaigns
- Traffic work between departments when necessary
- Maintain filing system for projects in the Creative Services Department
- Performs other related duties as assigned or requested.

Educational Requirements

- BFA in Design or equivalent

Experience, Skills & Qualifications

- Five years minimum experience in fast paced graphics department with pre-press production experience essential.
- Meticulous attention to detail with excellent design, organizational, trafficking and communication skills.
- Excellent interpersonal communication skills, tact and diplomacy to deal with a variety of internal and external colleagues, clients and vendors.
- Must have extensive knowledge of InDesign, Photoshop and Illustrator in Mac environment.
- Web experience and knowledge of Flash, Fireworks and Dreamweaver a plus.

If interested in applying please email a cover letter and resume, with Editorial Director as the subject heading, to ygraphicdesign@gmail.com

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

