



San Diego Pride

Job Description – Graphic Artist

Job Title:	Graphic Artist	Pay:	\$25/hr.
Reports to:	Director of Marketing & Communications	Benefits:	Paid sick leave
FLSA Status:	Nonexempt	Schedule:	12-20 hrs./week
Position Type:	Part-time Temporary		4–6-month temporary position
Location:	Remote/hybrid		

Summary

Under the general direction of the Director of Marketing and Communications, the Graphic Artist is responsible for using creativity while adhering to brand guidelines and schedules to create compelling graphics for print and digital media. Ability to work independently with minimal supervision and as a team, particularly with the Digital Marketing Specialist, to create, design, and edit images, photos, and videos for San Diego Pride.

Supports the San Diego Pride marketing strategy by creating and manipulating graphic images, animations, sound, text, and video into multimedia programs, digital, and print media. Uses knowledge of current graphic design software to produce graphic art and visual materials for promotions, advertisements, and videos.

Essential Duties & Responsibilities

1. Assist in developing content and campaigns for Pride programs and the annual festival.
2. Deliver quality designs, on schedule and within budget parameters, from concept to production level.
3. Effectively prioritize, manage, and accomplish multiple projects simultaneously in a fast-paced environment.
4. Concept and execute within brand standards, applying to email, social content, ads, landing pages, etc.
5. Quickly gain an understanding of the brand and audience to execute conceptual and strategic design work.
6. Work closely with the Director of Marketing and Communications, Digital Marketing Specialist, and Program Directors to ensure an optimal outcome for final materials.
7. Proactively seek necessary information on project requirements to ensure clarity and alignment on timelines, deliverables, and assets.
8. Interact effectively through graphic, verbal, and written communication
9. Excellent analytical, problem-solving, and organizational skills
10. Detail oriented and thorough in double-checking production of assets.

Required Knowledge, Skills, and Experience

- **Education:** A degree in a related field is preferred; however, any combination of experience, education, and training that would provide the equivalent knowledge and abilities may be considered.
- **Experience:** Minimum of one year of experience in graphic design.
- Demonstrated ability to work effectively with people of diverse races, ethnicities, nationalities, sexual orientations, gender identities, socio-economic backgrounds, religions, ages, English-speaking abilities, immigration status, and physical abilities in a multicultural environment.
- Employees working with San Diego Pride must be able to pass a background check, conducted by San Diego Pride prior to offer of employment.

Minimum Qualifications

- Minimum of one year of experience in graphic design.

- Ability to communicate effectively in English in both oral and written formats.
- Strong knowledge of Adobe Creative Suite (Photoshop, Illustrator, InDesign, and video editing software) and Canva.
- Understanding of sizing, resolution, and compressing of art files for both web and print.
- Understanding of branding and adherence to branding guidelines.
- Commitment to the mission of San Diego Pride, to foster pride, equality, and respect for all lesbian, gay, bisexual, and transgender communities locally, nationally, and globally.

Preferred Qualifications

- Bachelor's degree in art, design, or related fields.
- Two years or more experience in graphic design or related fields.
- Illustration and sketching skills are a plus.
- Photography and videography skills are a plus.
- Experience working with the LGBTQ community and familiarity with issues of relevance to LGBTQ people and intersectional justice issues. Demonstrated passion for obtaining resources for marginalized communities a plus.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit, use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms. The employee is occasionally required to stand, walk, stoop, kneel, crouch, or crawl. The employee will frequently lift up to 50 pounds. The employee may be required to travel for a variety of work functions such as providing trainings and attending off-site meetings.

Work Environment

All employees and volunteers of San Diego Pride must maintain an environment that is friendly, welcoming, and accepting of all factions of the Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, and any other members of our community.

To Apply

Send **a resume AND cover letter** to Careers@sdpride.org. No phone calls, social media messages, or office visits, please.

**** San Diego Pride is an equal opportunity employer****