

Element Agency is hiring a: **GRAPHIC DESIGNER**

TO APPLY: please send a cover letter, resume and portfolio to: jobs@elementagency.us.

REPORTS TO:

Design Director
Head Creative Officer
Projects Director

EMPLOYMENT TYPE:

Full Time, with Part Time/Flex
Schedule Options Available

ABOUT ELEMENT:

Established in 2015, Element is an award-winning creative agency specializing in branding, content production, and digital marketing.

Our expertise in design, communication, and human behavior makes us a go-to firm for creative strategy and immersive storytelling work.

We are a passionate group of problem-solvers. You'll find us to be open, honest, and collaborative: we see our clients as partners in creating the most effective and exciting work. Together, we transform big ideas into brand stories and campaigns that reach, resonate, and move the audience to action.

JOB DESCRIPTION

Element is a collaborative, non-traditional, boutique creative agency. We work hard to ensure Element is a fun, healthy, and awesome place to work. As the Graphic Designer, you play a critical role in ensuring client and agency success by contributing design work within client projects, as well as participating in the creative process.

In this position, you are critical to the Create phase of Element work. With supervision and collaboration from the Design Director and support from the team, you are responsible for creating design solutions for clients from concept to completion. You will also provide production design support to the team. The ideal candidate is an excellent graphic designer, has strong organizational and communication skills, and is a proactive and inquisitive team member. You thrive on constructive criticism, and can also provide that to your team. You stay up to date on important design field trends and technology. You are creative, able to create work in a variety of styles, and are looking to grow your career in design.

DUTIES, RESPONSIBILITIES, AND OBJECTIVES

- Participate in design and other creative projects from concept to completion
- Produce fresh, innovative work that translates complex ideas into compelling print materials and digital experiences for visually sophisticated audiences
- Pitch creative ideas
- Responsibly manage your workflow and other resources with the help of the team
- Take on special design tasks (such as resizing, color correction, brand asset packaging)
- Work to ensure internal and client deadlines are met and managed with a low-stress environment

- Incorporate constructive feedback from the Design Director and other team members to make the work as high quality as possible
- Bring enthusiasm and vision to Element creative
- Other tasks that contribute to our work

KEY SKILLS & QUALIFICATIONS

- Proficiency in typography and a keen ability to choose appropriate styles and design solutions for each project, rather than working only from one main style or short-lived trends.
- Education: BA/BS Bachelor's Degree in Design, Graphic Design, Marketing, Advertising, or Communications
 - **OR:** 2 years minimum relevant experience, including but not limited to: working as a freelance graphic designer, as an in-house designer, or in a marketing or advertising agency doing design work.
 - Note: your portfolio, qualities as a team member, and experience are what count the most. If you think you are a good fit for this role, but don't fall strictly within these education/experience parameters, please apply.
- Proficiency in Adobe Illustrator, Photoshop, and InDesign
- Comfortable creating and formatting work for print and digital applications.
- Other desirable skills include:
 - Experience with web design, especially in Wix and Wordpress
 - Motion graphics design
 - Social media content creation
 - Illustration
- Full awareness of creative processes and techniques, including digital platforms
- Demonstrated passion and experience in branding and campaign work, from concept to execution
- Demonstrated strong problem solving skills
- Desire to grow personally and professionally

COMPENSATION

- Competitive salary with discretionary bonus
- Standard benefits including:
 - 15 business days (3 weeks) of annual paid time off
 - 11 paid federal holidays
 - Health insurance after 30 days of employment (employer covered with some employee contribution)
 - Flexible working hours
 - Office at The Boardroom with work from home option

