

Associate Designer and Developer

The Associate Designer and Developer works under the supervision of the Director of Design and the Digital Design Strategist and Developer to develop innovative design solutions with high visual impact, create print and digital graphics that clearly convey client messages, and meet key deadlines for internal and external projects. You will work closely with team members across the agency to support the design and development of a range of graphic and web design projects focused on leveraging design to promote client goals, meet specific project objectives, and create engaging, user-friendly experiences across different channels and platforms.

Essential Job Duties

- Assist design team in developing attractive and effective concepts, graphics, and layouts for a variety of digital and print media
- Support team in the production of design drafts and mock-ups and engage in collaborative design solutions to complex problems
- Support the management and maintenance of multiple websites, including updating WordPress core files, themes, and plugins; adding or updating email addresses; and troubleshooting hosting and domain issues
- Identify problems, research solutions, and collaborate with the team to devise plans to solve UX issues
- Adhere to style standards based on client style guide and/or branding
- Work closely with creative support specialists, creative projects managers, and director of design to develop consistent, engaging and timely social media graphics for clients
- Support the maintenance and management internal and external client relationships
- Liaise with external printers on a regular basis to secure printing production quotes and ensure print projects meet deliverable deadlines

Job Requirements

- A bachelors or associate's degree in Graphic Design (or related field) or comparable professional experience
- Strong written and verbal communication skills
- Technical knowledge and understanding of Adobe Creative Suite and WordPress CMS
- Understanding of visual design elements (e.g. layout, color, typography)
- A keen eye for detail
- Ability to learn and adapt quickly in a fast-paced environment
- Ability to meet deadlines in a high-pressure environment
- Self-motivated starter, team player, and critical thinker
- A healthy dose of curiosity
- Ability to prioritize given tasks and work efficiently towards completing them
- Strong problem solver and analytical thinker