

## JD - Graphic Designer (Full-Time)

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The Graphic Designer supports the vision and creative direction of The Paradox Church through visual design and application, including but not limited to collateral material, logo development, typography, motion graphics, and web. The Graphic Designer will routinely develop visual designs that effectively accomplish the goal of the assigned project, ***that all may sing.***

*\*The Graphic Designer reports to the Pastor of Music & Arts.*

### Primary Responsibilities

- Collaborate with the Pastor of Music & Arts and Communications Director to achieve design needs of The Paradox Church, bringing Creative Direction to fruition.
- Help in managing any design templates and storage of digital assets.
- Develop visual design concepts and assets for designated requests and projects from ministry leaders.
- Accomplish project assignments with excellence in a timely manner.
- Champion the design aesthetic for specific Paradox ministries, while maintaining consistency with the overall Paradox brand.
- Provide input in various phases of the design process as needed.
- Assist with making presentations to ministry leaders.
- Provide detailed direction to other designers, freelancers, volunteers, and contract workers as needed.
- Attend, serve, and lead at all required events and activities for The Paradox Church including all staff meetings, prayer meetings, special events, staff development days, etc.
  
- **Creative Team Leadership**
  - Lead Volunteer Designers
  - Assess and Communicate Ministry Needs
  - Cultivate the Key Traits of a Team Member (Hungry, Honoring, Prayerful, Prepared)
  - Champion M&A Vision & Culture
  - Identify and Recruit Diversity of New Team Members and Leaders
  - Directing Knowledge of Team Members, Leadership, Ministries, Staff, and Calendar
  - Maintain Healthy Leadership Practices
    - Cultivate relationships with other Staff and Leaders, facilitating open lines of communication.
    - Maintain a continuous growth mindset through Spiritual Disciplines and by developing personally in shepherding, theological, creative, and media skills.
    - Assist in the central efforts of church projects

### Core Competencies

- Know & Champion The Paradox Church Vision & Values
- Two Years of Design, Advertising or Related Industry Experience
- Working Knowledge of Design Trends and Disciplines

- Web Design Experience
- Working Knowledge of Photography and Videography Skills (Editing, Color Correction, Composition, etc.)
- Proficient Knowledge of Adobe Creative Suite
- Ability to Effectively Communicate with Others
- Ability to Self-Motivate
- Ability to Meet Multiple Deadlines Simultaneously
- Proficient in Digital Staff Tools: Slack and PCO Services
- General Administration Skills
- Team Player

## Staff Hours & General Expectations

- Full-time, 40-45 hours per week
  - Sundays, 7a-3p
  - Monday - Thursday, 8:45-5p
  - Occasional Evening and Weekend Hours for Special Events
- Bi-Weekly Meeting with Supervisor (Pastor of Music & Arts)
- Weekly Staff Meetings include Celebrate and Prayer
- Monthly Staff Meetings include Restore, Monday FYI, Vision/Strategy, and M&A Monthly
- Seasonal M&A Events: Teams Day, Interest Meeting, Teams Night, WoCo, Song & Art Share Night

## What We Offer

- Clear Vision, Mission, and Values
- An Honoring and Supportive Work Environment
- Opportunities for Professional Growth and Development
- Recognition For Your Contributions in a Respectful Manner
- A role that values clear leadership, effective communication, imagination, attention to detail, critical thinking, vision for beauty, collaboration, and commitment to excellence.
- Health Benefits Available
- 15 Days Paid-Time Off (PTO) + Federal Holidays + Additional All Staff PTO Days

## Culture and Character

Employees (and Spouse if applicable) of The Paradox Church are expected to become Partners (our term for members) of the church, fully embracing the values, vision, and mission of our church. Additionally, all employees are expected to understand, affirm, and adhere to our [Statement of Faith](#). Employees also possess the character qualifications of biblical leadership in the church. At a minimum, each employee must agree and aspire to maturity in these qualifications, invite the authority of church community and leaders as a means of growth in them, and pursue them humbly and faithfully by the power of the Holy Spirit.

## Disclaimer

The information presented indicates the general nature and level of work expected of employees in this classification. It is not designed to contain, nor to be interpreted as, a comprehensive inventory of all duties, responsibilities, qualifications, and objectives required of employees assigned to this job.