

GRAPHIC DESIGNER

Class: Part-Time/Free-lance

Immediate Supervisor: Marketing Director

INTRODUCTION

Four County Players is Central Virginia's longest-running non-profit community theater, located in the heart of Barboursville, Virginia. We produce an exciting six to seven show season of musicals, dramas, comedies, and family-friendly programming in two intimate theaters—a 200-seat proscenium and a 60-seat black box. For over 45 years, Four County Players has been a central hub for community, collaboration, and the arts in our area. We are fully-committed to the development of actors, designers, theater makers, and comprehensive programming that delights both audiences and performers alike. Our annual summer camps and educational programming serves hundreds of local youth each year, and the theater is continually growing, changing, and developing to meet the needs of the community. We are currently seeking a part-time/free-lance Graphic Designer to help us promote the Four County professional brand with style, passion, and creativity.

The Graphic Designer position is a part-time/free-lance position, working to create and manage the theater's creative services projects. The position reports to the Marketing Director and is responsible for maintaining high quality standards and ensuring the consistency of the 4CP brand across all production.

The Graphic Designer agrees to work with the Marketing Director to achieve the goals set forth by the Board of Directors to abide by the values of the organization, and to serve the mission of the theater.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Conceptualize, design and produce all print/web media related to 4CP. This includes branding, logo designs, season brochures, all show posters, print ads, social media graphics (facebook cover photos and related media), email campaigns, postcards, show playbills—including advertisements, editing, and layout, signage, and other web-related media.
- The designer's primary focus will be show-related design suites and marketing in conjunction with the Marketing Director, but will also work on projects for other functional areas of the theater, including development/fundraising and education.
- Assist the Marketing Director and production staff in designing a comprehensive print campaign for each theatrical season, as well as show-specific designs.

QUALIFICATIONS:

- Experience in design office or freelance design experience
- Strong design and production skills. Ability to develop multiple directions for print and web-related media
- Strong aesthetic sense with in-depth knowledge of color, layout, typography, corporate identity, branding, print production and printing process

- Understanding of creative process and marketing communications, including strong knowledge of current and upcoming design trends.
- Ability to deliver compelling and technically accurate design and production files on schedule and on budget
- Ability to excel in a deadline-driven environment
- Must be organized, self-motivated and able to multitask while meeting deadlines. The Graphic Designer must be able to work remotely as office space is limited.
- Excellent written and verbal communication skills
- Strong skills in Adobe Creative Suite, and Microsoft Office; experience with Flash/Video, a plus, but not required.

COMPENSATION:

This is a part-time/free-lance position. Compensation is project-based. Current rates are available/open to negotiation. Benefits are not available for this position.

START DATE: Immediately

TO APPLY:

Submit cover letter, resume via email to 4CP's Marketing Director at edwardwarwick@gmail.com.

In addition, please send a link to an online portfolio – OR– email 4-5 digital files of your artwork showing a range of projects.

If needed, candidates may be asked to design a sample poster for a current or future 4CP production.