



Graphic Designer

Job Summary

The Graphic Designer is responsible for creating and modifying graphics and animations used to support and enhance print and digital documents and courseware. Directs production of graphic projects, acts as a consultant on matters of design, and uses a broad range of graphics and equipment.

Job Description

Key Responsibilities

- Design and create illustrations and graphics, such as icons, branding materials, process charts, user interfaces, and other pixel and vector-based art.
- Edit existing graphics and illustrations to suit the specific needs of courseware and documents.
- Create of Graphical User Interfaces (GUIs) to be used in web-based courseware.
- Evaluate client-furnished graphics for quality and usability.
- Design and create layouts and artwork for professional documents.
- Grasp and interpret designer and client vision into visual artifacts and elements.
- Choose appropriate media style and tools to design visual solutions.
- Communicate with designers and clients to determine specific graphic requirements for projects.
- Create and present display prototypes of interfaces, graphics, animations, and videos for demonstrations to designers and clients.
- Design, create, and animate/manipulate lifelike, three-dimensional characters.
- Prioritize assignments and scale efforts to meet production timelines.
- Work collaboratively with team members, including artists, instructional systems designers, human performance technologists, programmers, and management to meet the designer's and client's vision.
- Works closely with Task Lead and Project Manager to ensure all deadlines are met.
- Reviews work produced by junior-level GAs for quality and provides effective feedback for growth and improvement.

Basic Qualifications

- Bachelor's Degree in Graphic Design, Graphic Art, Animation, or other related fields with 5+ years of experience in Graphic Design OR
- Master's Degree in Graphic Design, Graphic Art, Animation, or other related fields.
- Experience developing complex graphics and animations, as demonstrated by a portfolio of current work (within the past 1-2 years).
- Proficiency in Adobe Creative Suite products, including InDesign, Illustrator, Flash, and Photoshop.
- Extensive experience working with storyboards and following written directions and guidelines to create and modify graphics.
- Proficiency in MS Word, Excel, PowerPoint, and Outlook.
- Ability to think creatively and communicate ideas clearly.



- Ability to work collaboratively with others and independently.
- Ability to record self-directed work hours ethically and honestly.
- Ability to pass a background check.

Preferred Qualifications

- Proficiency in 3D Studio Max or other 3D media development software.
- Proficiency in Adobe AfterEffects or other special effects and compositing software.
- Experience with HTML/HTML5.
- Familiarity with Captivate, Lectora, Articulate, or other eLearning authoring tools.