



**Graphic Designer (full-time, 35 hours/week)
Enrollment Management and Marketing
Position 102070**

Position Summary: Under the direction of the Director of Creative Services, the Graphic Designer will work to conceptualize and deliver a wide range of print and digital assets including, but not limited to: brochures, infographics, logos, programs, booklets, posters, invitations, promotional materials, signage, as well as various multimedia graphics for web, social media, and email marketing.

Essential Responsibilities Include: Responsible for translating strategic marketing goals into end-products that visually align with The Catholic University of America's value proposition, brand guidelines and best practices for achieving results. Conceptualize, design, and produce a wide variety of print and digital assets. Serve as liaison with clients and vendors to ensure quality and adherence to the University's branding standards. Manage projects and communicate directly with internal stakeholders in a professional and timely fashion. Gather printing quotes and handle the ordering and delivery of printed materials. Prepare and package all design files and keep an orderly archive of projects.

Minimum Qualifications: A bachelor's degree with at least one (1) to three (3) years of experience designing print and digital assets for a marketing office, advertising agency, or design firm.

How to apply: forward application, resume, and cover letter with salary requirements as an attachment to (salary expectations are considered part of application process): CUARecruitment@cua.edu. Reference position 102070 in subject line of email. Please do not include photos on resumes and save documents with first/last names. All applicants must be supportive of the mission and vision of *The Catholic University of America*. Open until filled.

THE CATHOLIC UNIVERSITY OF AMERICA
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