

Graphic Designer

General Description

The Graphic Designer is a part-time (~20-30 hrs.) position that supports the Director of Communications to meet a variety of design / communications needs at Chapelstreet Church. This includes materials for weekend services, all-church resources, ministry department materials, and support for special initiatives. In general, the Graphic Designer endeavors to create material that reflects the Chapelstreet Church brand while using all creative means to show the mission and vision in a way that compels engagement with the material and the message.

The Graphic Designer will also be responsible for other communications activities, such as email blasts and other communications-related support for worship and other church events.

Reports To

Director of Communications

Key Responsibilities

- As part of the Communications team, the Designer will support the church's strategy by creating material that supports a wide range of activities, events, and ministries.
- Graphic design / publication layout of sermon artwork, all-church communication material, ministry resources, and social media content
- Formatting sermon slide content for weekend services for all three campuses
- Managing mass emails, including our weekly all-church e-newsletter and overseeing ministry-specific emails*
- Supporting all ministries at Chapelstreet Church to use quality design for materials they produce

Abilities and Attributes

- Abiding personal relationship with Jesus Christ
- Embracing the Chapelstreet Church statement of faith and ministry vision, mission and values, and living them each day
- Excellent organizational skills with the ability to handle and prioritize multiple ongoing projects
- Proficient in Adobe design applications (Illustrator, Photoshop, and InDesign)
- Experience with other Adobe applications (such as Premiere, AfterEffects, and Lightroom), Mailchimp and/or Wordpress is a big plus
- Ability to enhance positive team environment built on creativity, collaboration, and continuous improvement
- Ability to assess ministry and audience needs and develop creative and practical approaches to meeting them
- Experience with a large church preferred

- Attention to detail in writing and design
- Able to form strong relationships with multiple groups of stakeholders
- Dedicated to becoming an active member of Chapelstreet Church

*dependent on hours and ability