

Henry

Graphic Designer

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Open until filled

The Henry Art Gallery is accepting applications for a Graphic Designer. The ideal candidate will have an inventive visual style that can respond to and carry out the Henry's brand and identity.

Extensive project management and production experience are required, as well as experience working in collaborative teams, the ability to work quickly and to bring creativity to the task at hand, and a desire to produce high-quality, clear, creative work that consistently reflects the Henry's position as an innovator and catalyst for artistic inquiry. The Graphic Designer serves as the institutional expert on maintaining and evolving our visual identity and acts as a resource for the entire Henry staff on design issues.

The individual should have the ability to meet all production and installation deadlines, manage the deadlines of their department, and work within a balanced budget for each project. The Graphic Designer reports to the Associate Director of Marketing & Communications, works directly with the greater External Relations team, and collaborates closely with the curatorial team on exhibitions and programming graphic design needs.

Responsibilities

- Provides creative direction and execution of all print materials, including season previews, programs flyers, invitations for events, development and membership materials, and campaign materials for exhibitions and programs
- Liaises with the Curatorial Department on conceiving and implementing in-gallery graphics, including wall and interpretive texts, labels, directional signage, gallery guides, and publications
- Oversees the implementation and evolution of the Henry's brand to produce strong visual communications. Responsible for the overall look and feel of the website and digital communications to ensure brand consistency, with oversight from the Associate Director of Marketing and Communications
- Solicits bids and manages the production and delivery of all print materials
- Collaborates with Associate Director of Marketing and Communications to maintain schedules and budget goals
- Hires, mentors, and manages Graphic Design Intern; manages contractors as needed
- Other projects as assigned

Reports to: Associate Director of Marketing and Communications

Qualifications

- BA in graphic design or a related area is required (a combination of relevant education and experience can substitute for this requirement), as well demonstrated professional experience (typically 5 to 7 years) and a portfolio of produced work
- Fluent use of InDesign, Photoshop, and Illustrator for Mac
- Fluency in editorial marks and correction language
- Familiarity with numerous production and printing methods
- Ability to juggle multiple projects effectively in a fast-paced environment
- Exceptional written and verbal communication skills
- Familiarity with project management software such as Asana is a plus
- Familiarity with website management tools and Mailchimp is a plus

EQUITY AND INCLUSION: The Henry is committed to racial diversity and inclusion. Qualified individuals who bring diverse perspectives to the workplace are encouraged to apply. The Henry is an Equal Employment Opportunity employer. We are committed to providing a positive working environment for employees, students, volunteers, and artists.

Pay is competitive and depends upon experience; comprehensive benefits, including medical/dental/vision insurance, an employee assistance program, life insurance, long term disability, retirement savings plan with automatic employer contributions, generous time off benefits, and affiliate status with the University of Washington (allows discounted commuter benefits, and full access to all UW libraries and workout facilities), and more.

The position is .9 FTE, general schedule Tuesday through Friday (the museum is completely closed on Mondays).

Please send cover letter, including salary expectations, resume, and samples of your work to jobs@henryart.org. No phone calls, please. Applications received by **August 2** will be given priority consideration.