



Job Description: Graphic Designer / Information Designer / Data Visualizer

Coneflower Consulting seeks a talented information and graphic designer to create materials for digital and print distribution. The ideal candidate should have a strong portfolio with professional project experience, showcasing their skills creating a variety of materials. Experience with Adobe Creative Suite is required.

Qualifications

- Experience with logo design and branding
- Proficiency in graphic design, including content design, illustration, typography, and pre-press
- Knowledge of Adobe Creative Suite (InDesign, Photoshop, and Illustrator).
- Knowledge of Google Drive and Microsoft Office Suite
- Ability to work creatively and also follow a style guide, as necessary
- Must enjoy working collaboratively, have good communication skills, and be able meet deadlines

Anticipated Projects (examples)

- Designing reports (both for clients and for internal use)
- Infographics and dashboards (for digital distribution, websites)
- Social media graphics
- Logo design and Branding
- Powerpoint templates

Other Duties

- Design printed materials (brochures, postcards, business cards, stationery, annual reports, etc.)
- Create graphics for digital delivery (social media graphics, display ads, other graphics for web use)
- Other related duties as assigned by Supervisor.

To Apply

- Please email application materials to sophie@coneflower.org. Application review will begin on a rolling basis starting January 15th and continue until the position is filled.
 - Cover Letter (no more than 2 pages, single-spaced, 12 pt, font)
 - Résumé (no more than 2 pages)
 - Portfolio of relevant work
 - List 3 references (name, position title, email address, phone number)



Hiring

- Start Date: February 1, 2025
- Full-time, \$50,000/year. Benefits include medical and dental health insurance, 401k with 4% match, and 100% virtual working environment.

DEIB Statement

Coneflower Consulting believes that equitable access to opportunity begins with the ways in which we build and grow our team. We are committed to fostering an inclusive workplace that is equitable for all people, including people of diverse races, ethnicities, nationalities, ages, genders, sexualities, abilities, and creeds. We know that knowledge flows bidirectionally; we consistently learn just as much from our colleagues and our clients as we hope they will learn from us. Our hiring practices are designed to attract and retain talented individuals who share our vision of equitable well-being.

About Us

Coneflower Consulting is a limited liability corporation and woman-owned small business with the mission of empowering mission-driving organizations with creative strategies for sustainable growth. Coneflower Consulting services include graphic & web design, marketing & communications, fundraising, grant writing, board development & training, executive search & leadership transition, executive coaching, and strategic planning, an array of services that allows us to take a holistic approach to organizational challenges while recognizing strategic opportunities for organizational growth.