

*We're seeking:*

# GRAPHIC AND DIGITAL ARTIST



**FULL TIME**

Date posted: November 10, 2020

## REPORTS TO

Vice President, Operations

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## WHO WE ARE

Cardus is a public policy think tank aimed at renewing North America's social architecture. Drawing on 2,000 years of Christian social thought, we bring credible public research to bear on concrete needs.

## GENERAL JOB DESCRIPTION

The Graphic and Digital Artist joins Cardus's operations team as a gifted visual storyteller. You are creative and unafraid to try new angles, new mediums, new directions. You've been around the block a bunch of times before. And you're ready for a mission you can believe in.

Cardus wants your entrepreneurial heartbeat. We want your risk-taking. We need you to make us look good, in 2D or 3D.

You're gifted with the Adobe suite. You can move between graphic design and illustration without batting an eye. You're a digital native, ready to join a modern think tank in the competitive world of ideas.

You'll create beautiful and innovative materials for Cardus websites and social media properties, research publications, periodicals, presentations, event paraphernalia, fundraising assets, and more.

And you'll bring a track of record of delivering. You know how to manage scope, time, and cost. You and your people always deliver excellence, and always on time.

You'll work as part of a rocking team. You will oversee contract graphic designers. You'll serve your communications and marketing colleagues with creativity and passion. And you'll take pride in seeing your work on TV, on stage, online, and in your hands.

This position is permanent and full-time. The officer can work remotely, but preference is given to those who can attend full-time one of Cardus's offices, in Hamilton or in Ottawa, Ontario.

## CORE COMPETENCIES AND QUALIFICATIONS

- Advanced and demonstrable competency in Adobe Creative Suites is crucial (InDesign, Illustrator, Photoshop specifically)
- A cornerstone of Cardus's brand is warm, hospitable illustration. Candidates' proven skill and creativity in illustration will be considered a strong asset.
- Ability to translate academic language into documents and graphics that are accessible and welcoming
- Ability to work within the Cardus brand and a series of sub-brands
- Attention to detail that shows in the careful production of materials, working with in-house tools and outsourced vendors for physical production (printing, trimming, etc)
- Focus and reliability will mark the successful candidate
- Basic WordPress aptitude an asset
- Considerable self-direction and personal motivation to work within tight timelines and on multiple projects on any given day

## HOW TO APPLY

- Prepare and attach a detailed and well-considered cover letter, speaking specifically to how your skills and passions align with Cardus's mission. Keep your cover letter to one page.
- No, seriously: applications without a good cover letter will be ignored.
- Apply using this Fitzii recruiting platform. Applications will not be accepted by email or any other platform.
- Don't forget to include a link in your cover letter to your portfolio of design, video, and web assets.
- We thank all applicants for interest, but will respond only to those with whom we would like to pursue an interview.
- Posting will remain open until position is filled.

## SALARY RANGE

\$40,000-\$80,000 commensurate with experience

## LOCATION

Ottawa, Ontario preferred, but will also consider Hamilton, Ontario or remote work

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