



Contract Position: RFP - Graphic Designer

Client: Tidemark Theatre Society

Location: Campbell River, BC

Closing Date: Open Until Filled

Payment Per Invoice: Negotiable

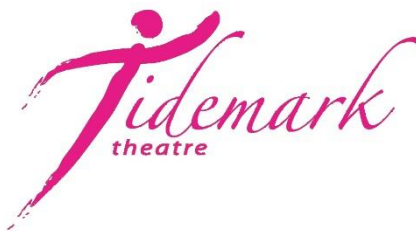
Brief Description:

RFP Graphic Designer

The Tidemark Theatre is a non-profit society, community theatre and presenter in Campbell River, BC. The primary activities undertaken by the Tidemark Theatre Society are focused on the presentation of performing arts, visual arts, and media arts, as well as the preservation and exhibition of heritage and culture through revitalizing the Tidemark Theatre.

At the Tidemark Theatre, we see graphic design as visual storytelling that engages, informs, and inspires. We are looking for a talented graphic designer who can take concepts and ideas and create visual representations in both print and electronic media. The ideal candidate will have expert knowledge of current design software and be skilled in every step of the design process, from concept to final deliverable. Collaborating with multiple departments across the organization, the graphic designer should be able to take written or spoken ideas and convert them into a design that connects. The successful candidate will have a thorough understanding of branding and marketing and be able to find the right style and layout for every project.

Those interested in submitting a proposal should email their resume and cover letter to manager@tidemarktheatre.com



**RFP – Graphic Designer
Scope of work**

Title: Graphic Designer

Department: Administration

Position: Contract Position/ Remote Work

General Statement of Duties:

The graphic designer can take concepts and ideas and create visual representations in print and electronic media. The ideal candidate will have expert knowledge of current design software and be skilled in every step of the design process, from concept to final deliverable. Collaborating with multiple departments across the organization, the graphic designer should be able to take written or spoken ideas and convert them into a design that connects. The successful candidate will have a thorough understanding of branding and marketing and be able to find the right style and layout for every project.

Supervision:

The Graphic Designer will be responsible for reporting to the Marketing & Programming Coordinator and must be able to work independently with minimal supervision.

Objectives of this role:

- Work on various projects and media, using various software programs to visualize and develop innovative graphic designs that meet business goals.
- Obtain input from the Marketing & Programming Coordinator to ensure that designs meet organizational standards and brand expectations, express ideas accurately, and represent the company or client appropriately.
- Work independently and cooperatively with the marketing team to meet deadlines, stay within budget, and schedule project implementation based on workload, which may include five or more simultaneous projects.

Responsibilities:

- Collaborate, brainstorm, and strategize with multiple departments on a wide range of materials that may include web pages, presentations, programming collateral, signage, annual reports, and marketing materials.
- Translate strategic direction into high-quality design within an established brand identity.
- Develop concepts by hand or with software and execute original content by determining the ideal usage of colour, text, font style, imagery, and layout.
- Manage the design and uploading process for all project materials based on best practices for using a content management system.
- Use trend intelligence and knowledge of historical and current markets when designing and executing specific classifications.

Required skills and qualifications:

- Exceptional creativity and innovative design skills
- Five or more years of experience (academic and professional) with design software, including Illustrator, InDesign, Photoshop, Dreamweaver
- Excellent communication and presentation skills
- Organizational and time-management skills for meeting deadlines in a fast-paced environment

Preferred skills and qualifications:

- Three or more years of experience in professional graphic design, preferably with a creative or marketing agency
- Bachelor's degree (or equivalent) in graphic design, art, or related discipline
- Working knowledge of CSS3, HTML5, and JavaScript
- Knowledge of WordPress and content management systems
- Photography experience and proficiency with photo-editing software

Please email your resume and cover letter to:

manager@tidemarktheatre.com

This position will remain open until a suitable candidate has been found.