Graphic Designer
University of Michigan Museum of Art (UMMA)
Temporary/hourly – 10-20 hours/week

Work effectively as a member of the Museum of Art’s (UMMA) integrated Communications Department. Assess and determine the design needs of clients in various departments, including exhibitions, development, education the Museum Store, and facilities. Create and present original concepts and project recommendations that meet the needs of the departments within the context of overall Museum communications goals with direction from the Communications Manager. Work to set and maintain consistent design standards and the integrity of UMMA’s mark, identity, and visual image.

Lend design expertise to the creation of strategic communications tools that advance the goals of the Museum of Art. Working in print, on the web, in multimedia, in exhibition and wayfinding signage, and other communications vehicles, create compelling visual communications that will support and enhance the Museum’s programs and serve its visitors.

Work effectively with the Communications Manager to advance the work of the Communications Department and the Museum at large. Work proactively with Communications Department staff to improve working methods and achieve efficiencies in the communications and design area. Be able to clearly communicate production plans and schedules to other Communications Department staff, oversee production and delivery. Assist staff in determining production costs and communicate budget updates. Maintain clear and accurate project records.

Desired qualifications:

Must have a degree in design or related field. Demonstrate the ability to translate an organization's strategic communications goals into the medium of design for specific projects. Should be able to carry out a design program across a range of media and audiences. Needs to have a good working knowledge of the principles, practices, and techniques of commercial art, graphic design, and website maintenance. Excellent communication and interpersonal skills are necessary. The graphic designer must be available to work afternoons during the week.

Contact:
Kathryn Huss
Deputy Director, Chief Administrative Officer
khuss@umich.edu

For full consideration please submit a resume and cover letter stating why your credentials and experience fit this position. Submissions should be received no later than April 1, 2016