



CATHEDRAL
CHORAL
SOCIETY

WASHINGTON NATIONAL CATHEDRAL

3101 Wisconsin Ave., N.W.

Washington, D.C. 20016

202.537.2228

NOW HIRING

JOB TITLE: Graphic Designer

JOB STATUS: Contractor

START DATE: Immediate

DESCRIPTION

The Cathedral Choral Society seeks an accomplished graphic designer that will assist the team in advancing the organization's refreshed brand voice and visual identity through a wide variety of print and digital assets. The ideal candidate will have experience working within an established style guide and will seek opportunities to further our messaging through creative visual campaigns.

Experience with arts or other non-profit organizations and/or a background in the arts is preferred.

The Graphic Designer will report to the Executive Director and will work closely with the Development and Marketing team.

The Cathedral Choral Society is proud to be an Equal Employment Opportunity and affirmative action employer. We celebrate diversity and do not discriminate based on race, religion, color, national origin, sex, sexual orientation, age, veteran status, disability status, or any other applicable characteristics protected by law.

ANTICIPATED PROJECTS FOR 2021.2022

- Concert programs
- Annual report
- Concert postcards



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- Corporate giving campaign materials
- Planned giving materials
- Annual Fund mailings
- Signage
- Letterhead/business cards/other office materials
- Social media assets for events
- Assets for video production (lower thirds, title cards)
- Web assets

PLATFORMS

CCS maintains subscriptions to and requires work within the Adobe suite of applications.

Occasionally the contractor may be requested to work within Google Slides, Prezi, Canva, or other web applications.

REQUIREMENTS

This is a 100% remote position and CCS does not provide equipment. Candidate will be required to work within CCS' cloud-based file-sharing systems (Microsoft365/SharePoint/Adobe Teams) and tele-conference using Zoom or Microsoft Teams. CCS uses Monday.com for project management.

COMPENSATION

This will start as a contract position, paid hourly or by the project. The starting hourly rate is \$55-\$65, commensurate with experience. Contractor will be responsible for all federal, state, and local taxes, and no benefits are offered in this position. If the relationship is deemed successful by both parties after a 90-day introductory period, employment status can be reevaluated.



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HOW TO APPLY

Please send a resume or cover letter along with 3-4 representative work samples as a single .pdf file to the attention of Christopher Eanes, Executive Director, ceanes@cathedral.org. Position open until filled.

ABOUT THE CATHEDRAL CHORAL SOCIETY

The GRAMMY®-nominated Cathedral Choral Society is the symphonic chorus in residence at Washington National Cathedral. Founded by Paul Callaway, the 130-voice chorus is the oldest symphonic choral group in Washington, D.C. From 1985 to 2016, Dr. J. Reilly Lewis served as Music Director. In November 2017, Steven Fox was announced as the third Music Director in the history of the organization, and he began his conducting duties in the 2018.19 season. Now in its 79th year, the Cathedral Choral Society has presented numerous world premieres, many of them commissioned by the Chorus and has maintained a tradition of showcasing young soloists and internationally known artists. In addition to its concert series at the Cathedral, the chorus performs across the region and on nationwide radio and television. The Cathedral Choral Society's discography features ten recordings made at Washington National Cathedral.

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www.cathedralchoralsociety.org