



SENIOR GRAPHIC DESIGNER

Job Description and Responsibilities

Clark Creative Communications is an award-winning design and communication studio based in Savannah, Ga. Businesses nationwide approach us to help them establish brand identity and position themselves strategically in the marketplace. We are fast-paced, results-driven, and constantly-evolving to meet our clients' needs as they connect with their audiences.

Clark Creative Communications offers competitive compensation and benefits, a collaborative team environment, and an inspiring office location set in historic downtown Savannah.

This Senior Graphic Design position is an upper level working role, working in a team approach with other Designers, Interns and the Creative Director on a variety of projects and assignments. Assignments primarily come from the Creative/Art Director, the Engagement Manager, or the client directly. The ideal candidate is a proactive individual, with well-developed critical thinking skills who is able to process, react to, and solve problems in a timely manner as they arise.

SENIOR GRAPHIC DESIGNER KEY ROLE:

- Guide and advise fellow employees in both the creative process and client management to foster stronger working relationships and solutions (junior designer, interns, etc.)
- Supervise interns, responsible for assigning tasks, overseeing and coaching on creative process, and ensuring on-time and on-budget delivery of projects.
- Communicate and facilitate the art direction and formatting of design deliverables and produce necessary communications pieces in both print and digital environments for a wide range of clients
- Collaborate internally as well as with clients to conceptualize and execute creative solutions that can be translated across various media platforms
- Keeping informed on latest trends and forecasts
- Working closely with the Creative Director (or project lead) to create accurate price estimates and breakdowns while delivering solutions within budget

PRIMARY RESPONSIBILITIES:

- Assist in the planning and creative process of new client acquisition
- Work efficiently with Clark vendors on the development of needed client materials
- Pre and post production quality checks
- Submit creative deliverables within the agreed upon deadline and budget
- Process and approve vendor invoices as needed
- Follow all department purchasing and delivery policies
- Creatively seek out new products and maintain cutting edge industry knowledge
- With the engagement manager, provide accurate price quotes to meet client budgets while maintaining pricing guidelines
- Attend meetings as assigned
- Design of marketing communication pieces including overall theme development, individual piece designs, etc.
- Manage production of all print pieces from conception to completion
- Proactively recommend creative communications for marketing proposals

QUALIFICATIONS, SKILLS, EXPERIENCE:

- Four year related degree and a minimum of 5 years design experience in an in-house creative department or design firm.
- Strong creative, organizational, problem solving and time-management skills.

- Excellent interpersonal and communication skills. Big egos need not apply.
- Expert knowledge in graphic production process.
- Work well with tight deadlines in a team environment.
- Able to take projects from start to finish with minimal supervision.
- Adaptable and quick learner. Must be able to apply style guides creatively while upholding brand identity for Clark, as well as our multiple clients.
- Expert knowledge of Adobe Creative Suite. Experience with HTML, Wordpress, and motion graphics a plus.
- Possess strong conceptual skills, high level sense of design, layout and typography, a broad thinker who is able to offer a variety of design solutions.