

Job Announcement

Graphic Designer

Part-Time | Hybrid | Rockville, MD
\$35/hour | Approximately 4-5 Hours per Week

VisArts is seeking a **creative, detail-oriented Graphic Designer** to support the organization's marketing, communications, and audience engagement efforts. Reporting to the **Marketing Manager** and serving as part of the **Advancement Team**, this role will help bring the VisArts brand to life through compelling visual storytelling across digital and print platforms.

This is an ideal opportunity for a designer who enjoys working on a wide variety of projects, thrives in a collaborative environment, and wants to contribute to an organization that strengthens community through the visual arts.

Why This Role Is Compelling

- Create impactful visual materials seen by thousands of students, artists, visitors, donors, and community members
- Work on diverse projects spanning exhibitions, classes, camps, fundraising initiatives, events, and special campaigns
- Enjoy a flexible, part-time schedule that can accommodate other professional or creative pursuits
- Collaborate with a mission-driven team that values creativity, inclusion, and innovation
- Build a portfolio that includes print, digital, social media, presentation design, and brand development work

What You'll Focus On

Design Marketing and Promotional Materials

You will create engaging visual assets that support VisArts programs, events, exhibitions, fundraising campaigns, and community engagement efforts. Projects may include brochures, flyers, postcards, signage, advertisements, annual appeals, and other printed collateral.

Support Digital Marketing Efforts

You will design graphics for social media, email marketing campaigns, digital advertising, and web-based communications. Your work will help ensure a consistent and compelling visual presence across all audience touchpoints.

Create Templates and Presentation Materials

You will develop branded templates and presentation materials that help staff communicate effectively and consistently. This includes PowerPoint presentations, slide decks, reports, and other organizational communications tools.

Contribute to Campaign Branding

You will assist with developing visual identities for special initiatives, events, and campaigns, including logo creation and supporting graphic elements that align with the broader VisArts brand.

Collaborate Across Departments

You will work closely with the Marketing Director and colleagues across the organization to manage multiple projects, meet deadlines, and incorporate feedback throughout the creative process.

Who We're Looking For

We're excited to meet candidates who bring:

- Approximately **3-5 years of graphic design experience** (professional experience, education, freelance work, internships, and portfolio projects may be considered)
- Strong visual design skills with proficiency in industry-standard design software
- Experience creating both print and digital marketing materials
- Ability to manage multiple projects simultaneously and prioritize competing deadlines
- Flexibility and adaptability in a fast-paced, collaborative environment
- Openness to feedback and willingness to revise and refine creative work
- Strong organizational and communication skills
- An eagerness to learn and grow professionally
- Familiarity with VisArts and enthusiasm for our mission
- Commitment to upholding VisArts' core values of creativity, accessibility, inclusion, collaboration, and community engagement

If you don't meet every qualification listed but are excited about the role, we still encourage you to apply.

Work Location & Schedule

- Part-time position averaging **4-5 hours per week**
- **Hybrid schedule** with flexibility based on project needs
- Some onsite work may be required for meetings, project coordination, or organizational events

- Schedule can be arranged collaboratively with the Marketing Director

VisArts is conveniently located in Rockville Town Square, just a short walk from the Rockville Metro (Red Line).

Compensation & Benefits

- **\$35 per hour**
- Flexible work schedule
- Opportunity to build a diverse portfolio of mission-driven creative work
- Professional experience within a dynamic nonprofit arts organization
- Collaborative and creative work environment
- Discounts on VisArts classes and camps

About VisArts

VisArts is a nonprofit arts center serving Montgomery County through art classes, camps, exhibitions, artist studios, residencies, and inclusive programs for artists with disabilities. We believe creativity builds connection, and we are committed to making the visual arts accessible to all. Through education, exhibitions, community partnerships, and artist support programs, VisArts serves thousands of students, artists, and visitors each year.

To Apply

Please submit your resume, cover letter (optional), and portfolio to **careers@visartscenter.org**.

Applications will be reviewed on a rolling basis until the position is filled.

VisArts is an equal opportunity employer and strongly encourages candidates of all backgrounds, identities, and experiences to apply.