

Our Sunday Visitor

Date Posted: October 15, 2009

Job Title: Designer-Curriculum

Job Summary:

Incumbent's primary function is to ensure quality design of all textbooks, ancillaries, and other resources. Incumbent will do this through review of pages created by others as well some design and page creation of his/her own.

Essential Job Functions (*=Non-essential tasks):

- Collaborate with Editorial Director and Production Manager in the development and presentation of sample pages and covers.
- Review all pages for consistency with program philosophy and final prototype.
- Monitor graphic styles, color palettes, typography, photography content, style, and direction.
- Work with outside vendors to trouble shoot and problem solve design issues.
- Direct and approve illustrations, screen and approve photo selections, in conjunction with editorial.
- Design smaller pieces as needed.
- * Other duties as required

Requirements:

Experience:

- Incumbent must have a minimum of 3-5 years experience in textbook publishing.
- Must have expert knowledge in Adobe InDesign, Photoshop, Illustrator, Acrobat; FTP and basic server knowledge.

Education:

- Associates degree in Graphic Design or related field of study.
- Bachelors degree is preferred

Skills and Abilities:

- Incumbent must be creative and innovative.
- An excellent communicator who takes initiative and works well under pressure.
- Adept at monitoring product consistency and design quality.
- Experienced in design prototyping processes.
- Familiar with electronic media product.

****NO RELOCATION WILL BE OFFERED FOR THIS POSITION****

(The above statements describe the general nature and level of work being performed in this job. They are not intended to be an exhaustive list of all duties, and indeed additional responsibilities may be assigned, as required, by management).