



## **Junior Graphic Designer**

### **Who we are:**

JoyRx, the mission delivery of Children's Cancer Association is the only organization of its kind. Established in 1995, JoyRx has the simple goal of delivering Joy to seriously ill children and teens when they need more than medicine. We combine energy, commitment, and vision to transform the standard of care for seriously ill children every day with Joy. JoyRx, the mission delivery of Children's Cancer Association, has pioneered innovative, award-winning pediatric programs of music, friendship, and nature.

JoyRx is passionate about Diversity, Equity and Inclusion and believes that a diverse staff of highly skilled, and creative individuals is necessary to achieve the vision and mission of the organization. We strive to create a work environment that reflects the communities we serve and where everyone feels empowered to bring their full, authentic selves to work, fully as they identify.

We welcome and encourage applications from candidates who can contribute to the diversity of our workforce across a range of dimensions.

### **Who You Are:**

As an acting visual creative mind for JoyRx, the Junior Graphic Designer demonstrates the ability to learn and start applying creative design thinking / vision from ideation through concept development, refinement, and execution. This includes designing, developing, and producing compelling visual assets and digital and printed creative materials. This role reports to the Senior Brand Designer.

### **Essential Functions**

- In collaboration with the Sr. Designer, create, design, and deliver JoyRx digital and printed creative projects, upholding brand design standards, including but not limited to: Development brochures, branded collateral, signage, event materials, promotional items, websites, emails, social and digital ad units, presentation decks, etc.
- Collaborate with all JoyRx Development and Brand teams, offering creative perspectives, exploring new approaches, and problem solving in alignment with JoyRx brand standards.
- Design for integrated marketing campaigns in digital and print.
- Collaborate with corporate and media partners to develop co-branded creative concepts and innovative print and digital design solutions that communicate JoyRx's positioning at every touchpoint from egg shakers to coffee sleeves and event displays.
- Manage vendor print files and provide support to Senior Designer in overseeing vendor estimates, negotiating best prices, and leading press checks.



- Design / Illustration – Creating all kinds of visual assets and layouts in a wide variety of illustrative styles.
- Collaborate with and provide support to Senior Designer on project management and resource allocation within the Brand Marketing Team to deliver on business-critical creative needs.
- Support Senior Designer to ensure JoyRx.org remains up to date and represents brand excellence based on what is possible with current platform

### **Skills:**

- Dynamic, creative, detail-oriented, and professional
- Strong inter-personal skills and ability to manage feedback from multiple stakeholders
- Expert-level skills in Adobe Creative Suite (InDesign, Illustrator and Photoshop) and proficiency in MS Word, Excel and PowerPoint is required
- Excellent written and verbal communications skills
- Ability to be self-directed, prioritize and manage multiple projects while working under tight deadlines
- Strong working knowledge of print production is required.
- Photography direction and editing experience is appreciated.
- Proficiency in HTML is appreciated

### **Education & Experience**

- 3+ years of professional work experience in Graphic Design
- Bachelor's degree preferably in Graphic Design, Print Production, Marketing, or Communications; Will consider equivalent industry experience or other certification.

### **Competency Requirements:**

- **Creative** - Explores options and develops innovative ideas and solutions. Offers alternatives. Find new ways to look at old issues.



- **Active Communication** - Actively seeks information from a variety of sources, uses modern technology, encourages the flow of information. Exhibits strong interpersonal and verbal/written communication skills.
- **High Standards** – Seeks quality and continuous improvement
- **Planning & Organizing** – Prioritizes multiple tasks, maximizes use of available time, accomplishes work efficiently and accurately.
- **Adaptability** – Flexible and open to new ideas; quick to adapt.
- **Relationship Building** – Establishes and maintains productive relationships with children, families, partners, and staff. Initiate contacts readily.
- **Written Communication** - Composes informative and convincing documents. Uses the written language to convey substance and intent with accuracy.

### **Work Environment**

At JoyRx we are committed to a work environment where each person feels a sense of belonging. Each person is recognized, appreciated, and valued.

JoyRx offers a hybrid work environment with both onsite (professional open office environment) days and opportunities to work remotely up to 2 days/week.

### **Physical Demands**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job with or without a reasonable accommodation.

This is largely a sedentary role; however, some lifting is required for deliveries of event décor materials and branded items (up to 20 lbs).

Constantly operates a computer and other office equipment, such as a calculator, copy machine, and computer printer. This position requires the ability speak, hear, write, and read English. Must have the visual acuity to create, edit, and evaluate color design, photos, graphics, and printed materials.

### **Travel:**

This position requires occasional travel in the Portland Metro area.



### **Compensation and Benefits:**

JoyRx is a growth organization that looks for team members to grow with it. JoyRx offers a generous total rewards package, casual work environment and an inclusive culture. Competitive benefit package and pay rate starting at \$23/hr depending on experience. Generous benefits, including:

- Heavily subsidized medical, vision, dental and alternative care benefits;
- Generous PTO package & nine paid holidays;
- Voluntary short- and long-term disability;
- Paid Leave Program
- Flexible spending plan;
- 401(k) with 3.5% JoyRx match;
- Paid four-week sabbatical to pursue creative talents after eight years of service;
- Subsidized on-site parking or public transportation reimbursement

### **Position Type/Expected Hours of Work**

This is a full time (40 hours/week) non-exempt position. Some flexibility in hours is allowed; days and hours of onsite work are generally Monday through Thursday, 8:00 am – 5:30 pm and Friday 8:00 am – 12:00 pm. This position requires at times evening hours and occasional weekend work.

### **General Information:**

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this position. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required for the position. Job duties may change at any time with or without notice.

### **Application Guidelines:**

Complete the application through our [application portal](#) and answer the following questions in your cover letter:

1. Tell us how your previous work history has prepared you for this role
2. Tell us if the compensation and benefits information listed above meet your needs

**To learn more about the Children's Cancer Association: [joyrx.org](http://joyrx.org)**

Watch Founder and Chief Joy Officer, Regina Ellis' TEDx Talk on the [Joy Effect](#)





## Children's Cancer Associations' Maxims:

### **We believe kids deserve long, wonderful lives.**

Or, at the very least, short, wonderful lives. **We believe cancer sucks.** We've had it, or loved someone who did. **We prescribe moments of joy for kids who are in the fight against all serious illness.** We create lasting memories for the loved ones who stand beside them. **We believe joy grows exponentially when it's used collectively.** We are surrounded by a league of extraordinary heroes who perform amazing feats of compassion, generosity, and love every day. **We are music medicine pioneers.** We believe in purple. **We know joy comes in all colors, shapes, and sizes – just like the kids who need our help.** We love to laugh. **We are not afraid to cry.** We spend every dollar wisely. **We give hugs freely.** We believe in today. **We respect our history as a grassroots organization.** We embrace our destiny as a global source of JoyRx. **We believe these things matter.**