

SUNDAY CREEK HORIZONS, LLC (SCH) is collecting applications for a full-time Director of Design to advance the firm's mission of improving the lives of Appalachian Ohioans.

The Director of Design will be responsible for presenting SCH' brand and that of its clients in all external communications and deliverables. Remote work is acceptable, but preference will be given to candidates located in and with ties to Appalachian Ohio.

To apply for this position, please submit a PDF resume; cover letter; and two (2) professional references to [hello@sundaycreekhorizons.com](mailto:hello@sundaycreekhorizons.com) with the subject line "Director of Design." Positions will be filled on an as needed basis.

#### Core Responsibilities:

- The Director of Design's primary responsibility will be creating and implementing a company-wide standard for visual presentation, and crafting and delivering a design vision for clients on a project basis.
- The Director will be responsible for designing static print and living online materials, both for SCH and its clients. This includes: leading development of materials to be used at internal and external clients meetings; creating and implementing an internal standard for presentation of various kinds of information; updating and maintaining SCH' website; offering advice on data visualization and presentation to staff and clients; and creating graphics for use in internal and external settings.
- The Director will also be expected, upon occasion, to interface with clients directly. This requires a high degree of professionalism, ability to follow up promptly and effectively, and strong written and verbal communication skills.

#### Qualifications:

- Demonstrated ability to meet quick turnaround times in a fast-paced environment, while managing long-term projects. Knowledge and experience in Adobe Suite, and online open source and paid web development platforms like Wordpress and Weebly are required. Knowledge of HTML, CSS and JavaScript will be positively considered; knowledge and demonstrated experience with Ruby, PHP or Python will be strongly considered.
- Demonstrated experience in using data to tell stories, and presenting powerful design elements in print and online forms.
- Strong writing, research, analytical, strategy, and communication skills are required. Ability to work in a collaborative style as part of a team is required.
- Experience working with non-profit organizations, public-private partnerships, and agencies in Appalachian Ohio is not a requirement but will be positively considered.
- Experience interfacing with government agencies -- from the U.S. government down to city and county government -- is not required but will be positively considered.
- No minimum number of years experience or education level is required, though a Bachelor's degree and at least two years working in the region will be positively considered.

Compensation + Logistics:

- Compensation will be commensurate with experience, but candidates should expect at least \$42,000 per year in salary. Salary may be higher depending on web development experience.
- The position is remote, but location in Southeast Ohio is preferred. Proximity to Athens, Ohio (where SCH HQ is located) is a plus.
- Access at home to high-speed internet is a must. Ability to travel by car around the region, and working occasional nights and weekends, is also preferred. Reasonable business expenses will be covered or reimbursed, like mileage driven for work.

*SCH is an equal opportunity employer, and values diversity in its organization. Women and minority candidates, particularly in Appalachian Ohio, are strongly encouraged to apply. SCH is committed to reversing the “brain drain” phenomenon that has plagued southeast Ohio in its hiring, and candidates will be positively considered who can demonstrate working with SCH will keep them in or bring them back to living in Southeast Ohio.*