



## **East Ohio Conference of The United Methodist Church**

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### **East Ohio Conference Seeks Graphic Designer/Web Designer**

The Communications office of the East Ohio Conference of The United Methodist Church seeks a self-starting, creative person who is fluent in the use of Adobe software to join the team in the role of Graphic Designer/Web Designer.

Under the supervision of the Director of Communications, the Graphic Designer/Web Designer will:

- create content to promote the ministries of the East Ohio Conference.
- maintain the Conference website, coordinating content with directors of ministries.
- maintain the district websites, coordinating content with the district administrative assistants.
- resource and support local churches in their use of websites and graphic design.

Successful candidates for this full-time, salaried, exempt, professional staff position should:

- have a minimum of five years of experience creating content using Dreamweaver, InDesign, Illustrator, and Photoshop.
- be proficient in working with WordPress.
- see the “big picture” of communication strategy.
- be able to organize conceptually in a way that is user friendly
- be detail-oriented
- be flexible to adapt to changing technologies.
- be able to interpret policy, make decisions, and supervise others.

Knowledge of the connexional system of The United Methodist Church is recommended, but not required.

The East Ohio Conference exists to live out its vision to equip and support pastors, congregations, and faith communities to grow in their capacity to bear fruit that lasts:

- being disciples, making disciples, and maturing disciples of Jesus Christ;
- being God’s agents of transformation in our communities and throughout the world; and
- being bold and courageous leaders in reaching new people, younger people, and a more diverse people.

Applicants interested in the Graphic Designer/Web Designer position in the East Ohio Conference Communications office should submit a current resume, a cover letter, website addresses of current work/online portfolio, and samples of other work.

Requested documents accepted via e-mail only to Director of Communications Rick Wolcott at [wolcott@eocumc.com](mailto:wolcott@eocumc.com). The East Ohio Conference is an equal opportunity employer.