

Job Title	Graphic Designer
PVN ID	GS-1801-002309
Category	Administrative Services
Location	The GRADUATE CENTER
Department	URBAN RESEARCH
Status	Part Time
Hourly Rate	\$35.00-\$55.00
Hour(s) a Week	19.00
Closing Date	Mar 22, 2018 (Or Until Filled)

General Description

The New York City Labor Market Information Service (NYCLMIS), housed at the Center for Urban Research at the CUNY Graduate Center, seeks one or more on-call graphic designers to work with a team that does research on jobs and the economy, prepares career planning informational tools, and provides strategic consulting. The overall function of the NYCLMIS is to help education, workforce and economic development policy makers and practitioners – and jobseekers – to better align their programs and policies to the demands of the labor market. For more information about us, see our website at <http://www/gc.cuny.edu/lmis>.

With supervision and support from the director of the NYCLMIS and other senior staff, the graphic designer will:

- Design professional-quality reports appropriate to client needs and budget;
- Create templates for standard NYCLMIS materials;
- Convert data into high-impact visualizations and smart graphics for presentations and reports;
- Translate static designs into interactive websites, as needed by clients; and
- Help support NYCLMIS' website maintenance using GC CUNY's CMS.

“On-call employment” means the designers/developers will be seamlessly hired and rehired as the NYCLMIS' workflow demands. The position is ideal for an independent consultant and/or graduate student with the right skills. Salary is negotiable.

Other Duties

Qualifications

The preferred qualifications for this position include:

- At least three years professional experience in a related design function;
 - Expert facility Adobe Creative Suite, including InDesign and Illustrator;
 - Familiarity or demonstrable ability to learn data visualization applications such as tableau;
- At least two years professional experience in a related web development/design function;
 - Familiarity with a variety of content management systems; and
 - Intermediate facility with HTML5, CSS, and one or more web programming languages, such as JavaScript or Python.
- Appreciation for data and its potential to tell powerful stories; and
- Knowledge of SQL preferred but not required; and
- Experience working within a client-centered, team- and project-based environment.