



Graphic Designer Full-Time Ministry Job Description

Title: Graphic Designer

Each church's ministry includes a commitment to Four Pillars:

1. Unapologetic Preaching: Preaching the authority of God's Word without apology. (2 Timothy. 4:2)
2. Unashamed Worship: Lifting high the name of Jesus Christ in worship. (John 4:24)
3. Unceasing Prayer: Believing firmly in the power of prayer. (Ephesians 6:18)
4. Unafraid Witness: Sharing the Good News of Jesus Christ with boldness. (Ephesians 6:19-20)

Position Objective: to help our church remain effective and contemporary in all of our communication efforts through the use of strong visual media, social media, and our online presence.

Commitment to the Vision of Harvest Bible Chapel Peoria:

Our expectation is that all employees will, along with their spouses and children, seek to model the vision of a complete disciple. We expect that all employees and their families will seek to:

- Worship Christ by consistently attending and engaging in our Impact Services
- Walk with Christ by consistently engaging as a part of an age-appropriate Impact Group experience at Harvest
- Work for Christ by faithfully serving in the ministries of Harvest as makes sense based on age and life situation
- Witness of Christ by regularly being part of the outreach ministries of Harvest, and by personally sharing their faith with others.

Spiritual & Character Qualifications:

The Graphic Designer should:

- Have a clear testimony of faith in Jesus Christ and a passionate, growing, personal relationship with Him
- Have a history of moral purity
- Be a self-starter with drive, passion and initiative
- Be teachable and willing to be held accountable
- Be a team player with a positive attitude
- Must be a member of Harvest Bible Chapel Peoria or become one as a part of the hiring process.

Professional Qualifications or skills:

- Bachelor's Degree in Graphic Design preferred
- Expertise in Adobe Photoshop, Illustrator, InDesign, Lightroom
- 3-5 years experience in graphic design
- Ministry experience preferred
- Detail oriented
- Photography skills a plus

Position description:

The responsibilities of the Graphic Designer include:

General:

- Participate in weekly church staff meetings as well as Worship/Production staff meetings
- Participate in team working to plan/implement creative elements within services

Graphics:

- Develop sermon series graphics (title & content slides, lower thirds, thumbnail, bulletin, CD series covers)
- Develop/maintain graphic suites for Studies (title & content slides, book covers, book/homework content)
- Maintain graphic needs for Assimilation ministries (First Connections, Discover Harvest)
- Service graphic needs for Special Church-Wide Events (Men's, Women's, Compassion Day, VBS)
- Develop yearly theme graphic sets for Higher Ground/Awana (title & content slides, take-homes, T-Shirts)
- Provide graphics for age-specific ministries (Fuse/Fuel/ignite/College/Amplify) as needed

Communications:

- Coordinate and implement communication/promotional needs across ministries
- Oversee/schedule team of photographers to capture and archive life of the church
- Manage church social media accounts
- Oversee website usage/development
- Manage website to see that it remains updated and current
- Publish new events/updates to website
- Oversee weekly church bulletin
- Manage Church App

Summary of Qualifications:

This person must be spiritually mature, flexible, and capable of overseeing the graphic and communications needs of Harvest Bible Chapel. The Graphic Designer will work under the leadership of the Worship Pastor.

Salary & Benefits:

- A competitive salary and benefits package commensurate with experience will be provided.
- Serious candidates should send a cover letter, resume, and portfolio to:

Kent Smith, Associate Pastor
 Harvest Bible Chapel of Peoria
 Attn: Graphic Designer Search
 401 Cimmeron Dr.
 East Peoria, IL 61611

Or email to: ksmith@harvestpeoria.org