



Example of Assistant Art Director Job Description

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Our growing company is searching for experienced candidates for the position of assistant art director. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for assistant art director

- Responsible for all phases of graphic design from concept to completion including the design of websites, html emails, sales materials, brochures, magazines, multimedia presentations, billboards, digital ads, and in-stadium signage
- Work with university and Sun Devil Athletics staff to develop ideas and efficient design systems and brand standards to produce a large body of work
- Work closely with Sun Devil Athletics directors and delegates and will play a critical role in reporting progress, establishing priorities, coordinating with other designers working on related projects, and training others on the Athletics and University brand standards
- Will be required to understand and adhere to a variety of university brand standards, FERPA policies, SDA, NCAA and Pac-12 compliance policies
- Responsible for establishing and maintaining effective working relationships with professional organizations, contractors, university administrators, coaches, faculty and staff
- Represent the Enterprise Marketing Hub and serve on various department and university workgroups
- Participate and may facilitate planning meetings, review sessions, photo direction, and brainstorming
- Reorganize and prioritize meetings when the calendar is full and an additional meeting needs to happen

Qualifications for assistant art director

- You are curious and constantly self-improve as a leader and as an artist
- Exceptional typography skills with knowledge of proper kerning, tracking, leading
- Minimum of 4-5 years experience as Art Designer or Designer in medium-oriented environment
- Experience with Vizrt software or comparable program(s) beneficial
- Heavy emphasis in electronic graphic arts, scenic set design and construction, drafting, theatrical lighting, wardrobe and/or make-up preferred but not required
- College degree in Art or related field or equivalent work experience required