



# Example of Freelance Art Director Job Description

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Our growing company is searching for experienced candidates for the position of freelance art director. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for freelance art director

- Ensure that all collateral is brand-right
- Adhering to multiple brand voices, often in the same day, to ensure consistency
- Reports regularly to Creative Director on status and comps on all projects
- Gives accurate, detailed instruction to Studio team and follows through to ensure that projects are completed accurately and on time
- Gains knowledge in project budget scoping and scheduling
- Develops "senior-level" state-of-the-art interactive creative solutions that deliver on the direction set in the creative brief
- Ensures all layouts and digital production files are accurate and on time
- Ensures that all changes and adjustments are reported accurately to Interactive Art Director
- Participates in project kick-off meetings as requested
- Works with Flash Designer and Flash Developer throughout project to ensure that design and development solutions are visible and innovative

## Qualifications for freelance art director

- An outstanding portfolio demonstrating strong conceptual and executional ability
- Bachelor's degree plus 3 (or more) years of advertising agency experience
- A collaborative spirit, a sense of humor, and the ability to remain calm under pressure

- Ensures production files are accurate and organized before uploading to the server and ensures all production files are backed up regularly
- Works with creative teams to ensure presentation materials are well prepared and high quality