



We are searching for a Contract Graphic Designer!

PEPS is seeking a creative and highly collaborative individual to provide ongoing design support on a project basis. Our ideal candidate is an excellent communicator who understands the PEPS mission and can work as a contractor to bring our ideas to life in ongoing communications and fundraising projects. This freelance graphic designer will work across multiple digital and web platforms and in print, ensuring accuracy, accessibility, and alignment with organizational goals.

Core Responsibilities

- Develop, design, and revise print and digital marketing, communications, and fundraising materials.
- Create branded presentations and documents that support internal and external communications (examples: Strategic Direction presentations, Annual Report, and Impact Report).
- Design, build, and maintain email newsletters and templates in Click, based on provided copy.
- Assist with ongoing website edits, uploads, and updates (examples: blog posts and uploading and linking testimonial and training videos).
- Design print-ready artwork for branded merchandise.
- Assist with building and maintaining organizational brand identity.
- Participate in brainstorming and planning meetings, as needed.

Core Skills and Attributes

- Strong creative problem-solving skills, with the ability to interpret broad ideas and feedback and develop effective design solutions independently
- Ability to communicate proactively and meet deadlines with reliability, responsiveness, and attention to detail
- Strong organizational skills with the ability to manage multiple concurrent projects and stakeholders
- Flexibility and adaptability; comfort with ambiguity
- Passion for supporting families and building community
- Commitment to racial equity, inclusion, and ongoing learning

Experience

- Two or more years of professional experience as a graphic designer
- Demonstrated high proficiency with Adobe Creative Cloud (InDesign, Illustrator, Photoshop), Canva, and Microsoft Office
- Demonstrated experience with email marketing platforms, particularly HubSpot
- Experience with HTML/CSS preferred
- Experience with video platforms and editing software preferred (examples: CapCut and YouTube)

Compensation

This is an hourly contract role, paying at a rate between \$75-\$85/hour, depending on experience.

Commitment to Equity

We believe all families should have access to a healthy, supported start in life. Knowing that race and ethnicity continue to predict the future life chances of children in our state, we are committed to working with families, partner organizations, and communities to identify barriers to parent support and wellness, interrupt their negative impact, and eliminate the persistent disparities in child outcomes.

PEPS values and celebrates the strengths that diversity brings to the workplace and is committed to advancing equity through our work. Cultivating a diverse and inclusive staff is one of our priorities.

Black, Indigenous, People of Color, and others with underrepresented identities (including, but not limited to gender identity, class, socioeconomic status, sexual orientation, age, ability, and background) are strongly and sincerely encouraged to apply. PEPS is an Equal Opportunity Employer.

To Apply

To apply, please submit the following:

- A resume that summarizes your relevant professional, educational, and volunteer experiences.
- A cover letter describing as specifically as you can how your experience, interests, and values align with this contract position and the PEPS mission.
- Please include what pronouns you use.

Email your application to jobs@peps.org.
Electronic submissions only, please.

To request disability accommodation in the application process, contact Cari Morales (carim@peps.org).