



**Director of Media Services
Shreveport, LA**

Position Announcement

Job Description

*** Must be able to work in person in Shreveport, LA ***

This well-established nonprofit organization is searching for an experienced multimedia artist with graphic design and video editing expertise. A successful candidate is a creative person skilled in the use of Adobe Creative Suite (Photoshop, Illustrator, InDesign, Premiere Pro, After Effects), Microsoft Office (Word, Excel, PowerPoint), Mac computers, Video camera operation, studio lighting, TriCaster 2 Elite, and FileMaker Pro. They will have confident presentation abilities and a keen strategic mind to direct media plans.

About Us:

The Deaf Action Center, established in 1982, is a 501(c)3 social service organization that provides the Deaf Community with American Sign Language interpreting services, Case Management, and Webcast (online learning). The Deaf Action Center is an equal opportunity employer and does not discriminate on the basis of race, ethnicity, national origin, age, familial status, military status, religion, disability, genetic information, sex, sexual orientation, or gender identity and expression. We welcome and encourage applications from Deaf, hard of hearing, people of color, indigenous people, and transgender people.

Responsibilities:

- Work with leadership to help set the strategic direction for our online learning services.
- Provide ambitious and forward-thinking media thought to both internal and external teams.
- Collaborate with experts on a wide range of projects and media (videos, logos, flyers, posters) using various computer software to visualize and develop innovative graphic designs that meet organization goals
- Effectively communicate and educate media strategy and plans
- Be a marketing partner for the organization
- Obtain input from management, ensure designs meet organizational standards and brand expectations, express ideas accurately, and represent the organization appropriately.
- Work independently and cooperatively on multiple projects with the staff and volunteers, meet deadlines and budget constraints, and schedule project implementation based on workload, including five or more simultaneous projects.
- Examine existing processes, identify flaws and create solutions to improve design capabilities
- Update and maintain internal databases of data, designs, photography, and video
- Manage 1700 sq ft fully equipped studio
- Operate Tricaster 2 Elite

Qualifications

- Degree and/or experience in graphic design, art, or similar discipline
- Exceptional creativity and innovative design skills
- Proven experience with visual and video format, with a strong portfolio of work (must submit portfolio link with resume)
- Excellent communication and presentation skills
- Organizational and time-management skills for meeting deadlines in a fast-paced environment

Send resume and portfolio link to:

Dr David Hylan, Deaf Action Center, 601 Jordan St, Shreveport, LA 71101 or david@deafactioncenter.org