



Project-Based Graphic Designer (Remote)

About ISF: ISF is a fast-growing nonprofit organization with the mission to increase representation in the fields that shape public policy and public opinion. Through scholarships, mentorship, internships, fellowships, and leadership development, ISF provides a comprehensive support cycle that advances educational and professional equity.

Since the organization's founding in 2009, ISF has empowered 700 changemakers studying and working in media, policy, law, and film. They have provided over \$3.9 million in scholarships and financial support to students and professionals, and continue to grow a year-round schedule of enriching career development opportunities. This invaluable work transforms our country's influential institutions and ensures more communities have a voice on the Hill, in newsrooms and courtrooms, and on film screens across the country.

Overview: We are seeking a versatile Graphic Designer to join our team on a part-time basis. ISF is looking for someone who thrives in a fast-paced environment and can remain available for quick-turnaround iterations. We hope to work with a designer who has vision and can lead the creation of large campaign and event promotion assets with creativity and an eye for detail.

Key Responsibilities

- **Asset Creation:** Design high-quality digital and print assets (social media graphics and templates, slide decks, ad banners, etc.) based on project briefs.
- **Editing and Iteration:** Execute "quick-fix" changes, such as copy updates, color tweaks, or resizing, with a turnaround time during business hours.
- **Brand Stewardship:** Ensure all designs align with our brand guidelines while pushing creative boundaries.
- **File Management:** Maintain organized source files to ensure seamless hand-offs and future edits.

Required Skills & Qualifications

- **The Toolkit:** Proficient in design programs like Adobe Creative Cloud (Photoshop, Illustrator, InDesign) and Canva. The team also uses Slack and Google Suite for communication and file storage.
- **Efficiency & Communication:** Proven ability to work on large projects alongside a team without sacrificing attention to detail. Responsive to email, Slack, or other agreed-upon platforms during contracted hours.
- **Adaptability:** Comfortable jumping between multiple small tasks & large-scale projects.

Project Structure & Availability

- **Type:** Freelance / 1099 Contract.
- **Compensation:** Up to \$35/hour, up to 20 hours/week

Please send your resume, cover letter, and your design portfolio
talent@islamicsscholarshipfund.org