



Job Description

Part-time Graphic Designer

Introduction

WildAid is a growing unique and dynamic global wildlife conservation non-profit based in San Francisco with a mission to inspire and empower the world to protect wildlife and vital habitats from critical threats. WildAid operates with a \$12 million annual budget and has received a Four-Star rating from Charity Navigator for over a decade. Since its founding in 1999, WildAid has become a premier conservation organization in driving behavior change through both world-class communications campaigns and maritime law enforcement capacity building.

Responsibilities

The Part-time Graphic Designer will be responsible for supporting the Director of Video Production with:

- Creating various digital and printed designs for WildAid's campaigns with the cross-functional global teams.
- Collaborating with our marcomms team to develop graphic templates for print and web content.
- Staying updated on the latest trends and techniques in graphic design to continually advance the quality of our work.

Key Competencies & Ideal Profile

We seek an entrepreneurial outgoing person with knowledge of wildlife conservation and wildlife trade issues. This individual will be inspired by the opportunity to play a pivotal role in WildAid's efforts to end the illegal wildlife trade. Familiarity with wildlife protection programs will be an asset. Ideal candidates will have three or more years of increasingly responsible roles at a fast-paced, growth-oriented organization.

All staff members must be comfortable in an entrepreneurial culture. Strong project management skills and the ability to prioritize multiple, often competing demands are critical. The successful candidate must be able to work independently without a great deal of supervision. They must also have excellent interpersonal skills to influence and collaborate with partners.

Required Qualifications

- A Bachelor's degree in a related field, or other relevant education
- 3+ years of professional graphic design experience, preferably in a corporate or non-profit environment
- Experience with Adobe Photoshop, Illustrator, and InDesign (Windows PC)
- Knowledge of photo compression codecs
- Strong media management skills
- Strong project management skills
- Strong verbal communication skills
- Ability to work independently and as part of a team
- Highly organized multi-tasker

Desired Qualifications

- Previous experience with social media content
- Previous experience with printed report designs
- Event production experience

- Ability to create motion graphics and animations is a strong plus

Location

This position may be performed remotely from a home office within the United States. Preference for candidates based in California, or other states in which WildAid has existing registration (NY, NJ, FL, TX, IL, OR, VA, MD, or Washington DC).

Compensation

This is a part-time, non-exempt position.

\$32 - \$45 per hour W2

We expect to average 12 hours a week.

Benefits

Accrued Paid Time Off

Accrued Paid Sick Leave

401(k) eligibility with employer Safe Harbor contribution up to a 4% elected deferral

Leaves of Absence (where required by law)

To Apply

Please send CV, cover letter, a demoreel or sample of your work, and where you heard about this job to jobs@wildaid.org with the subject "WildAid Part-time Graphic Designer Application". Information sent to other email accounts will not be considered. Due to the high volume of applications, only those chosen to interview will be contacted.

The successful applicant must be authorized to work in the US and meet the requirements of WildAid's background screening process.

Application Deadline

March 12, 2025

Equal Opportunity Employer

WildAid is committed to being inclusive and is proud to be an equal opportunity employer. We will consider all applications and applicants.