



Position: Graphic Designer – Part Time (Possibly Full-Time for the right candidate)

Location(s): Columbia, MO

Ultramax Sports has evolved into an all-inclusive active lifestyle company. The company is very diversified and now reaches into virtually all corners of the active lifestyle market. Ultramax Sports offers event production, management, apparel, marketing, chip timing services and equipment rentals to more than 150 active lifestyle events each year. The company specializes in event production, chip timing services and apparel management.

Position Overview:

Ultramax Sports is seeking a highly motivated, skilled, confident and creative graphic designer with an eye for quality and attention to detail. You should take great pride in your finished product(s) and looking to work in a fast-paced, fun and exciting active lifestyle company.

You will be asked to create a variety of active lifestyle and endurance related creative assets that are meant to communicate messages, brand awareness, encourage participation, and ultimately promote our events and services to the active lifestyle community.

Responsibilities include but not limited to:

- Work efficiently and effectively with Adobe CC Suite (Photoshop, Illustrator, InDesign, Premier Pro)
- Prepare designs, mockups and artwork in a variety of digital and print formats in accordance with the company's branding guidelines and style
- Conceptualize and create emails, apparel design, social media & website artwork based upon different event themes
- Researches trends, competitors and target audiences to develop visual concepts
- Manage in-house library of approved graphics, logos, stock images & videos and templates.
- Collaborate with various internal teams to ensure the design vision is executed within budget, scope and timeline
- Prioritize and manage all projects to meet deadlines
- Takes and gives constructive feedback during design sessions and creative reviews.

Minimum Qualifications

- 1-3+ years of related graphic design experience
- Experience with Adobe Photoshop, Illustrator, InDesign and other Creative Suite products
- Understanding of HTML, CSS, and Wordpress; knowledge of general website design principles
- Understanding of Branding, Concept Development, Advertising, Promotions, Direct Marketing, Web Marketing, Social Marketing and Print Design / Production.
- Solid understanding of both print and web image standards and color profiles
- Ability to convert and optimize content for a variety of digital platforms (print, web, mobile, etc.)
- Ability to translate an idea into a professional, appealing and emotional graphical representation based on provided information, art and vision for the project.
- Ability and willingness to take direction, criticism and revisions.
- Ability to work under pressure in a fast paced environment
- Exceptional communication, teamwork and interpersonal skills



- Strong sense of drive and able to operate autonomously while hitting deadlines.
- Strong attention to detail
- Ability to multitask between several projects, clients, and platforms at a time.
- Ability and willingness to adapt and learn new skills.
- Excellent verbal and written communication skills.
- Strong planning skills; ability to quickly respond to changing requirements/demands
- Ability to work a minimum of 15-20 hours per week
- Passion for the active lifestyle/endurance industry

Desirable Qualifications

- Experience in the active lifestyle event industry
- Extensive experience with Adobe Creative Suite (Photoshop, Premiere, Aftereffect, Illustrator and Audition)
- Extensive experience with HTML & CSS
- Experience with video production, editing and design
- Experience with web programming, SEO and data analytics
- Experience with paid advertising and social media marketing campaigns
- Adept at working collaboratively and constructively with a wide variety of internal and external clients / stakeholders.
- Thorough understanding of current design and marketing trends
- Ability to operate a wide variety of photo and video equipment

Working Conditions

Work Environment:

The successful candidate will have the ability to work within a flexible schedule at home and/or from the Columbia headquarters 15-20 hours per week. Typical working hours are from 8am to 4pm but can be negotiable.

Compensation:

Starting pay is negotiable and can range from \$12-\$25+ per hour depending on skill set. Additional compensation can be awarded through working events and/or exceeding goals.

This job description is not designed to cover or contain a comprehensive listing of all activities, duties or responsibilities that are required of the position. Other duties will be assigned as needed. We are a small company and we thrive on openness and flexibility.

Apply Online at: <http://ultramaxsports.com/career>