



**HOWARD**  
**UNIVERSITY**

**Graphic Designer**  
**Washington, DC**

# An Unprecedented Time for Howard University



Left to right: Vice President Kamala Harris; Chadwick Boseman; Isabel Wilkerson; Former Rep. Elijah Cummings; Taraji P. Henson

Howard University, bolstered by an active and energetic alumni base, is experiencing historic and unprecedented institutional and philanthropic growth. With a more visible profile in elite higher education, the University has embarked on a significant expansion of and investment in its Advancement efforts. If you are an enthusiastic professional looking for a chance to make a difference, now is the time to join this historic institution and become a part of something great.

Howard University has put into action an ambitious, yet attainable, fundraising strategy that seeks to enhance the Howard experience well beyond the bounds of Washington, DC.

Are you ready to join this historic movement and bring about tangible change to Howard and beyond? Continue reading to learn more about the University, these exciting opportunities, and how you can utilize your talent in elevating Howard's mission of Truth & Service.

## Highlights

- ❖ In June 2020, Howard University received a **\$40 million gift**, the largest gift from a single donor in the University's history.
- ❖ Since 2019, Howard University has received **eight of its nine largest gifts** in its 153-year history.
- ❖ In March 2022, Howard announced the construction of **a new STEM complex, a new Health Sciences Complex, and a Center for Arts and Communications**, all slated for a 2026 completion date.

# Veritas et Utilitas.

Excellence in Truth and Service is Reflected in all that we do.

Since 1867, Howard has awarded more than 130,000 degrees in the professions, arts, sciences, and humanities. Howard ranks among the highest producers of the nation's Black professionals in medicine, dentistry, pharmacy, engineering, nursing, architecture, religion, law, music, social work, and education.

The University has long held a commitment to dismantle systems and processes that marginalize and harm people in American society and throughout the world. The goal is the elimination of inequities related to race, color, social, economic, and political circumstances. As the only truly comprehensive predominantly Black University, Howard is one of the major engines of change in our society. Through its traditional and cutting-edge academic programs, the University seeks to improve the circumstances of all people in the search for peace and justice on Earth - Howard prepares men and women to advance social justice and the preservation of human liberty.

Regarded as one of the most prestigious institutions of higher learning, current enrollment is nearly 10,000 undergraduate, graduate, and professional students representing 45 states and territories, and 9 nations. The University continues to prepare Black scholars in every field and across the globe.



## Graphic Designer



The Graphic Designer is a member of the central office for the Division of Development & Alumni Relations (DAR) staff and will create visually appealing and compelling creative collateral for the DAR division that supports its fundraising goals, aligns with the University brand and moves forward the mission, vision and strategic direction of the University. The Graphic Designer will assist with graphic and content updates on the DAR website and other digital platforms, and will collaborate with Office of University Communications to ensure proper use of logos, style, and other design elements. This position will report to the Director of Advancement Communications and works with various internal clients including staff, administrators, and faculty for the purpose of gathering information to support graphic design projects. To a lesser extent, the graphic designer may work with students in gathering information for projects.

## Principal Accountabilities

The **Graphic Designer** will:

- Work with internal clients to design and produce digital creative content that supports fundraising campaigns and communications initiatives.
- Meet with clients to identify graphic needs and establish roles and responsibilities for graphic design projects.
- Provide guidance on creative direction for graphic design projects.
- Develop processes for project requests, coordination, timelines, and execution of graphic design from concept to completion.
- Create, review, edit and finalize graphic design projects based on client input and feedback.
- Collaborate with team members to produce content.
- Follow university guidelines for how logos and other brand materials should be displayed and used.
- Use graphic design software to complete and revise projects.
- Work with team members to update graphic content on the DAR website.
- Assist DAR team in securing photography/videography of fundraising events.

# The Candidate

## Minimum Requirements:

- Bachelor's degree in art, art history, communication, graphic design, or related field.
- Three years of experience that includes coordination of projects from concept to completion.
- E-portfolio showcasing projects and skills relevant to the graphic designer position.
- Experience using content management system (CMS) to update website content.
- Experience in academic setting preferred.

## Core Competencies:

- Experience using industry standard software and computer operating systems, preferably Adobe.
- Creative Cloud and Apple iOS, to create and produce graphic content.
- Knowledge of art, art history, graphic design, or related field.
- Ability to analyze and synthesize information used to develop creative content.
- Ability to prioritize and manage multiple projects with varying deadlines.
- Experience writing and reviewing content included in graphic design.
- Experience using an organization's strategic plan and goals to guide the creative process.
- Ability to clearly communicate reasoning to support design choices.
- Experience using web content management systems, preferably Drupal.
- Knowledge of and familiarity with camera and other devices to photograph and videotape DAR and related University events.

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To learn more and apply, please visit:

<https://waterstonehc.com/driwaterstonehc/position/Howard-Graphic-Designer/>

DRi/Waterstone Human Capital is an executive search and development consulting firm that recruits senior leaders and works with them to build talented teams, create bold strategic plans, and design powerful fundraising programs.

Howard University is an Equal Opportunity Employer and is seeking a diverse slate of candidates for formal consideration.

DR*i* Waterstone  
HUMAN CAPITAL