



Position: Graphic Designer

Reports To: Vice President Strategic Communications

Type: Exempt

Location: Baltimore, MD (Hybrid)

ORGANIZATION PROFILE

The Business Network for Offshore Wind is a nonprofit, educational organization with a mission to develop the offshore wind renewable energy industry and its supply chain. The Network partners with industry and government to build an innovative supply chain that will create and sustain jobs, benefiting local economies and ensuring a cost-effective clean energy portfolio. We advance this through collaboration, education, and innovation, bringing together global developers, policymakers, academia, and leading experts to grow this new and vital offshore wind industry that provides a practical solution to climate change and creates well-paying jobs.

POSITION SUMMARY

The Business Network for Offshore Wind (the Network) is hiring a Designer, to oversee the Network's growth and evolution of all creative and design in support of its policy, programs and research department. Reporting to the Vice President of Strategic Communications, the Network Designer is responsible for translating policy, program and research into understandable communications to raise awareness about the offshore wind industry and support the advocacy of the industry.

This position requires experience in creative design, graphics and publications design, program and/or project management, stakeholder engagement, and/or customer service. Attention to detail as well as clear, concise communication is critical to the success of this role.

POSITION FUNCTIONS AND RESPONSIBILITIES

- Lead Network art direction of all designed materials produced and required to advance the organization's vision and goals around issues associated with offshore wind energy policies, supply chain, grid & transmission, emerging ocean renewable energy technologies and other issues as identified
- Provide technical design creation of visual elements that support the organization's policy, program and research products and services including: web graphics; videos; market presentations; Network maps and infographics; videos; white papers, policy briefs and, research reports
- Ensuring design follows Network brand guidelines; design execution and quality control; Brand integrity
- Responsible for the workflow of design projects. Manage timelines and logistics, preparation, and execution of all creative content from concept to completion (print and digital). Includes goal setting, project management, setting project priorities and deadlines.
- Manage external resources (graphic designers, videographers, photographers, freelancers, in etc.) and related responsibilities for the technical creation of all visual elements that support Network products and services. Set goals and clear expectations, delegate responsibilities, maintain accountability, foster a collaborative work environment, and provide thoughtful feedback.
- Ensure Network interpersonal communication between teams and departments so that all design needs are being met including regular meetings and quarterly updates



- Help build the Network's industry visibility, reputation, and brand including contributing to thought leadership communications
- Oversee design vendor management including relationships and communication with vendors and handling all invoices, worksheets, and payments.

Leadership & Management:

- Model effective leadership values that advance the Network's mission and strategic objectives
- Help design and align organizational goals at team and individual levels
- Facilitate information sharing across the Network's organizational and communications frameworks
- Manage team performance and provide regular and actionable feedback to direct reports
- Manage the Network's design budget including responsibility of all Design Team spending

EDUCATION AND EXPERIENCE

- Bachelor's or Master's Degree in design or related field
- 5+ years creative design and graphic design experience marketing, public relations, or communications
- Steadily increasing job responsibilities and proven success with all levels of management
- Experience in renewable energy, regulatory environments, government affairs, constituent relations, and/or customer service strongly preferred
- Minimum of 3 years of supervisory/manager experience
- Ability to navigate a fast-paced environment and balance responding to immediate opportunities while maintaining a strategic, long-term perspective with effective project management
- Exceptional organizational skills that reflect ability to perform and prioritize multiple and competing tasks with excellent attention to detail.
- This position description should not be construed to imply that the requirements are the sole standards for the position. Incumbents are expected to perform all other duties as required.

BENEFITS AND COMPENSATION:

The salary range for this position is commensurate with experience. For full-time, benefit eligible employees, the Network offers an excellent range of benefits including:

- Medical Insurance
- Dental and Vision Benefits
- Employee Life Insurance
- Employee Short & Long Term Disability
- Paid Vacation
- Generous paid leave
- 401K Plan

WORKING CONDITIONS

- Work is in an office environment

BNOW provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, or genetics. In addition to federal law requirements, the Business Network for Offshore Wind complies with applicable state and local laws governing nondiscrimination in employment in every location in which we employ staff. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.