

Othering & Belonging Institute, UC Berkeley

Position Title: Information Designer

Location: Main Campus – Berkeley (remote until campus reopens)

How to Apply: Go to <https://jobs.berkeley.edu/job-listings> and search for job #30207 to apply.

A tailored cover letter and resume are required. Please submit your cover letter and resume as a single attachment when applying.

Application Review Date: This job will remain posted until filled.

Departmental Overview

[The Othering and Belonging Institute](#) (“the Institute”) at UC Berkeley brings together researchers, stakeholders, policymakers, and communicators to identify and challenge the barriers to an inclusive, just, and sustainable society and to create transformative change. The Institute serves as a national hub of a vibrant network of researchers and community partners, and, as such, plays a leadership role in translating, communicating, and facilitating research, policy, and strategic engagement for societal good. The Institute advances research and policy related to marginalized groups and social cleavages including disability, LGBTQO citizenship, race, religion, economics, public health, education, democracy and the new emerging research on global north/global south relations. The Institute represents a tremendous opportunity to bring leading researchers and substantial resources across disciplines to bear on society’s pressing and pivotal issues related to equity, inclusion, and diversity.

Communication plays a uniquely central role in the work that we do, and we are seeking a full-time Information Designer who can collaborate with researchers, communicators, artists and organizers on innovative research, narrative, communications, and cultural products and strategies that seek to re-frame the public discourse around marginality and inclusion. Ideally, the designer can help researchers and others imagine what is possible when designing information projects. This is an exciting time to join the Institute as demand for our work is growing, and the position would be part of a communications team that works with all programs across the Institute.

This is a newly created, full time position. The Institute is looking for an innovative designer who is at ease working in both interactive digital and print design, and who can turn complex, technical research and data into beautiful, engaging and legible design products for a variety of channels. The designer will join a collaborative, stimulating and warm work environment to

help promote and make accessible research and Institute frameworks, grow our audiences, and increase engagement. This position reports directly to the Communications Director.

Responsibilities

- Collaborate with Institute staff to create and design unique, successful work including reports, social media shareables, charts, and interactive maps and graphics that tell a clear story about data and research.
- Create brand identities, print materials and/or design assets for events, programs and campaigns in alignment with OBI brand style guidelines.
- Translate complex data and concepts into thoughtful and simple infographics that convey the messages of the Institute.
- Refine existing digital designs to enhance and optimize engagement.
- Track emerging related technologies and best practices.
- Participate in Institute wide meetings, events and other duties as assigned.

Required Qualifications

- Bachelor's degree in related area and / or equivalent experience / training.
- Minimum 1-year experience in design-related field or program including experience in digital projects, designing websites, mock-ups, concepts, visual guidelines, print, illustrations, infographics.
- Working knowledge of Adobe CC software (InDesign, Illustrator, Photoshop, Acrobat), Invision, and other design tools.
- Experience with cause-related work and campaigns.
- Knowledge of racial, gender, disability, economic and/or social justice issues.
- Experience working with CMS platforms (WordPress, Drupal), and email marketing platforms (MailChimp, etc.)
- Proficient with Web design technologies such as HTML, JavaScript, and CSS.
- A diverse portfolio of strong and accessible design work including print publications, information graphics, and social media shareables.
- Experience developing responsive and engaging web interfaces for online reports or digital information hubs.
- Ability to work on multiple projects at once and with multidisciplinary teams to generate and implement action plans for communicating ideas visually.
- Good written, verbal, interpersonal communication skills and political acumen.
- Good organizational skills.
- Ability to meet deadlines and complete projects.
- Ability to work independently and with diverse teams.
- Ability to lead teams through design processes an asset.

- Skill to maintain confidentiality.
- Experience creating audio-visual content preferred.
- Knowledge of GIS software preferred.

Salary & Benefits

This is a non-exempt, biweekly paid position. Hourly pay range is \$27.20 - \$34.50 commensurate with experience and informed by our organizational equity-based salary scale.

For information on the comprehensive benefits package offered by the University visit:
<https://ucnet.universityofcalifornia.edu/compensation-and-benefits/index.html>

Other Information

This is a two-year, full-time (40-hours/week), Contract Appointment - eligible for full UC benefits. A contract renewal is possible after two-years.

Equal Employment Opportunity

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status.

For more information about your rights as an applicant see:

https://www.eeoc.gov/sites/default/files/migrated_files/employers/poster_screen_reader_optimized.pdf

For the complete University of California nondiscrimination and affirmative action policy see:
<http://policy.ucop.edu/doc/4000376/NondiscrimAffirmAct>