

Job Title: Designer / Producer

Job Summary:

We are seeking a skilled and creative Designer/Media Producer to create high-quality, engaging content to uplevel our brand communications and support sales. This is a freelance opportunity, averaging 5-10 hours per week with a possibility of growth. The person would report to the marketing and communications director and also collaborate with other key stakeholders.

About IRL Social Skills

IRL Social Skills provides critical social, relational and communication skills coaching to autistic and neurodivergent teens and young adults. We teach a proven effective curriculum, based on UCLA's Program for the Education and Enrichment of Relational Skills (PEERS). We are committed to diversity, equity and inclusion and our staff reflects this commitment. We strongly encourage candidates of all different backgrounds, identities, and neurotypes to apply.

Sample deliverables you would be working on:

- Social media content, especially reels and multi-panel infographics
- Design and production of presentation decks (Google slides)
- Infographics and simple photo collages for blog posts, grant proposals
- Marketing collateral (brochure/flyer) design
- Video editing

Requirements:

- Proven experience as a designer, content creator or similar role, with a strong portfolio of work
- Excellent organizational and communication skills
- Design education (doesn't have to be from a university)
- Familiarity with social media platforms
- Able to work independently and manage multiple projects simultaneously
- A passion for problem solving and creating engaging content

Preferred Qualifications:

- Video production expertise
- Adobe CC app proficiency (Illustrator, Photoshop, Indesign, etc)
- Web design experience (Squarespace and/or WordPress skills)
- Learning management system (LMS) exposure (like Teachable, Kajabi, etc)
- Project management exposure (Asana, ClickUp, Monday, Trello, etc)

Candidates only, no recruiters.

TO APPLY: Send your resume to hello@irlsocialskills.com with “Designer/Producer” in the subject line. Be sure to include links to online portfolio. Resumes received without a portfolio will not be considered.