

Job Posting



Marketing Designer

The Higher Learning Commission (HLC), a non-profit higher education association, seeks a graphic designer with a professional aesthetic and attention-getting ideas to join our high-performing Communications team.

The Marketing Designer creates and implements HLC print, electronic, video, and other communications; provides graphic design support and brand management for HLC; and collaborates in developing, implementing, and supporting HLC programs, services, and initiatives.

Qualifications and Competencies

- Bachelor's degree
- 1-3 years experience in graphic design
- Portfolio of design work to demonstrate creativity and design implementation
- Experience with standard office software and technology, including Adobe Creative Suite software, web content management, HTML, CSS, and Web form and survey tools
- Ability to translate words into images
- Excellent organizational and problem-solving skills
- Ability to work well under pressure and meet deadlines
- Excellent written and verbal communication skills
- Demonstrated flexibility, dependability, and responsibility
- Ability to multi-task and to work independently and collaboratively

To Apply

Submit cover letter, resume, and a link to your portfolio to Designer@hlcommission.org. Electronic submissions in one PDF file are preferred. Applications will be reviewed until the position is filled. Please do not call or email to inquire about the position. More information is available in the [Position Description](#).

The Higher Learning Commission (HLC) is the largest accrediting agency in the United States, serving approximately 1,000 member colleges and universities. HLC has approximately 60 employees. HLC offers a rich benefits package: The HLC office is closed the week of Dec. 24–Jan. 1, employer contribution of 10% of base salary to a retirement plan, and 20 vacation days. On a pilot basis, HLC will be implementing a hybrid work environment. During this time, the Marketing Designer is expected to work on site at the HLC office in the Chicago Loop at least two days per week. HLC requires all staff to be fully vaccinated for COVID-19 to work at the HLC office or attend HLC events in-person.

HLC is an equal opportunity employer. If you may require reasonable accommodations in completing this application, interviewing, completing any pre-employment testing or otherwise participating in the employee selection process, please direct your inquiries to sbyrne@hlcommission.org.