



MOMENTOUS
INSTITUTE

Graphic Designer/Illustrator (Content & Curriculum)

Reports to: Director of Content Development

Status: Full Time, Salary - Exempt

[Momentous Institute](#) has been dedicated to strengthening the mental health of children, families, and communities for over a century. Our evidence-based insights extend the impact of our work well beyond those we directly serve, fostering a world of emotionally thriving people reaching their full potential.

At Momentous Institute, we believe that supporting professionals whether they teach students, counsel families, or lead teams is essential to building emotionally thriving communities. Our Content Development & Product Strategy and Sales teams provide research-backed training, practical mental health tools, and evidence-based programs like our *Changemakers* curriculum, empowering professionals to integrate social emotional health into their work. By strengthening those who serve children, families, and communities, we create ripple effects that foster systemic change.

Job Overview: This position produces content to establish Momentous Institute as a national center of excellence in mental health. The Graphic Designer plays a key role in translating ideas into compelling visual assets that support departmental initiatives and broader organizational goals. This role blends creative design and collaboration to produce engaging, accessible, and high-quality content across a variety of formats.

Key Responsibilities:

The Graphic Designer will be responsible for creating high-quality visual assets that support both departmental and organizational goals, including:

- Supporting the redesign and ongoing maintenance of the Changemakers curriculum
- Designing graphic elements and layouts for content downloads, guides, and curricular resources
- Creating branded training materials and presentation graphics
- Developing visual assets for video production, including characters and background templates for animation
- Collaborating with the Content Team to produce cohesive, accessible, and visually appealing content
- Supporting organizational needs by providing graphics for keynote trainings, character illustrations, and other content-adjacent marketing tasks as appropriate
- Ensuring all materials adhere to Momentous Institute brand standards

This position is highly collaborative and creative. Candidates must be able to communicate with a wide variety of personalities and disciplines.

Qualifications:

- 3+ years of professional graphic design experience (experience in education or nonprofit settings is a plus)
- Strong portfolio demonstrating layout design, branding, and digital/print work
- Proficiency in Adobe Creative Suite (Illustrator, InDesign, Photoshop) and other relevant design tools
- Experience creating assets for both print and digital formats, including presentations and video

- Ability to translate complex ideas into clear, engaging visuals
- Minimum: Bachelor's degree in related field.

Preferred Qualifications

- Experience with animation or motion graphics (e.g., After Effects)
- Familiarity with curriculum design or educational content
- Illustration skills, particularly character design

Desired personal qualities:

Integrity, initiative, energy, enthusiasm, creativity, flexibility, ability to receive feedback, and a sense of humor.

The ideal candidate will exhibit Momentous Institute's core values:

Commitment, Respectfulness, Humility, Innovation, and Stewardship

Physical Requirements:

- Occasionally moving self in different positions to accomplish tasks in various environments including tight and confined spaces.
- Constantly remaining in a stationary position, often standing, or sitting for prolonged periods.
- Occasionally adjusting or moving objects up to 15 pounds in all directions
- Occasionally operating motor vehicles

Interested:

Applications are currently being accepted, and the position will remain open until filled. Please send a letter of interest and resume to:

Maureen Fernandez

Director of Content Development

mfernandez@momentousinstitute.org

Momentous Institute/Salesmanship Club of Dallas maintains a policy of non-discrimination for all employees and applicants in every facet of the organization's operations. Momentous Institute/ Salesmanship Club of Dallas hires, trains, and promotes all qualified employees without discrimination based on race, color, sex, religion, national origin, age, military status, disability, genetic information, gender identity, or sexual orientation.

All employment offers are contingent upon successful completion of a criminal background investigation, including a check of the National Sex Offender Registry.

Policy Statement

No form of abuse will be tolerated, and confirmed abuse will result in immediate termination. Momentous Institute/ Salesmanship Club of Dallas will fully cooperate with authorities if allegations of abuse are made requiring investigation.