

Junior Graphic Designer

Full Time Permanent

Join a team that makes a real difference in the lives of others every day. At Hamilton Health Sciences Foundation, you will play an important role in supporting cutting-edge healthcare and improving patient outcomes, while being part of a passionate and caring community. We inspire and motivate gifts that fund medical equipment and patient amenities, innovative research initiatives, essential redevelopment of clinical care spaces, and the education and training of health care providers.

As a registered charitable organization, we proudly support patients and families across south-central Ontario, and from outside the region, who receive specialized care at Hamilton Health Sciences including Hamilton General Hospital, Juravinski Hospital and Cancer Centre, McMaster Children's Hospital, and St. Peter's Hospital. The associated programs at the Regional Rehabilitation Centre, McMaster University Medical Centre and Ron Joyce Children's Health Centre are also included.

Hamilton Health Sciences Foundation is building upon a strong foundation of our Culture Code that includes the values of respect, impactful and inspiring. We believe that relationships and partnerships are the basis of excellence in fundraising and have a vision to see a community of inspired and committed donors. Every position in HHSF contributes to a safe, inclusive environment for all through compliance with our equity, diversity and inclusion philosophy and patient and staff safety policies and procedures.

Are you a purpose-driven designer ready to bring impactful stories to life across digital and print? Join us in using design to inspire, inform, and make a difference.

The Junior Graphic Designer plays a key role in bringing our brand to life through thoughtful, creative, and consistent visual communication and storytelling. In this role, you will support the development and execution of a wide range of digital and print materials, including reports, brochures, social media graphics, signage, presentations, and event collateral. From one-off requests to multi-channel campaigns, you'll ensure that every visual touchpoint reflects our brand identity and resonates with our audiences. You will also coordinate project timelines, support event photography and videography, help with collateral installations across HHS sites, and work closely with internal teams and external vendors to keep creative projects moving forward.

You are someone who is detail-oriented, collaborative, and excited to grow your skills in a fast-paced, mission-driven environment. You bring a solid understanding of visual design principles and are comfortable working within brand guidelines—while still finding opportunities to inject fresh ideas. With a strong blend of technical ability and creative thinking, you'll help us maintain visual consistency and elevate the impact of our communications across all channels. This is your opportunity to gain hands-on experience while using your talent to support meaningful work that truly makes a difference.

Qualifications:

- Post-secondary education, preferably in graphic design, digital marketing, multimedia, web design or relevant field. Equivalent combination of education and experience will be considered.
- One (1) year experience with graphic design (print and digital)
- Strong understanding of design principles such as typography, color theory, and composition.

- Basic knowledge of digital and print production processes.
- Knowledge of brand development and brand reputation and working within brand guidelines.
- Ability to condense and package information in a visually appealing and logical manner.
- Excellent organizational and project coordination skills, with meticulous attention to detail to deliver high-quality content in a changing environment with multiple conflicting demands.
- Strong communication, problem solving, interpersonal and relationship-building skills.
- Team player with demonstrated ability to work independently with minimum supervision and an ability to self-manage effectively.
- Proficiency in MS Office Programs (Word, Excel, Outlook, PowerPoint), and various video conferencing and project management tools and programs (i.e., Monday.com).
- Experience using Canva and Adobe Creative Cloud (for PC InDesign, Illustrator, and Photoshop).
- Additional assets would include familiarity with email platforms, website design (WordPress), photography and basic video editing.

Working Hours, Location and Requirements

- This position operates Monday to Friday 8:30 am – 4:30 pm, onsite at Hamilton Health Sciences Foundation head office at 1 King Street West, Hamilton, ON.
- Opportunity to work remotely up to 2 days a week after 3 months of employment based on approval of VP.
- Travel is required as the position will regularly visit various locations (i.e. Hamilton Health Science affiliated sites, event locations, corporate partners, donors).
- A current and satisfactory Criminal Record and Judicial Matters Check (CRJMC) or Police Vulnerable Sector Check (PVSC) is a requirement of employment; the regional police service will determine suitable police check.
- A cleared status by HHS Employee Health Services is a requirement of employment in accordance with Hamilton Health Sciences policy.

Why Us?

At Hamilton Health Sciences Foundation, we are committed to offering a comprehensive total rewards package that supports your well-being:

- We provide a competitive hiring range of \$42,500 to \$50,000, commensurate with experience, along with an annual performance-based incentive program, subject to Board approval.
- Our package includes participation in a Defined Benefit Pension Plan (HOOPP), comprehensive healthcare, dental and travel benefits with a Health Services Spending Account, maternity and parental leave top up benefits, and access to the Employee and Family Assistance Program (EFAP).
- We starts with three weeks of paid vacation and your birthday off!
- We have a culture to support and encourage continuous professional development and career growth opportunities

How to Apply: to help us learn more about you, please submit your resume and cover letter articulating why you are interested in working for the Hamilton Health Sciences Foundation to HHSFcareers@hhsc.ca **by May 26th, 2025**. If you do not have all qualifications, we are still interested in your application. Applications will be reviewed and invited for next stages of the recruitment process, as received. We would like to thank all who apply, but only those selected to move forward will be contacted.

The Hamilton Health Sciences Foundation is an inclusive and equal opportunity employer. Our commitment to equity, diversity and inclusion within HHSF reflects a belief that we will make the greatest impact to our mission when everyone can genuinely and fully participate without barriers or exclusion. We are dedicated to creating a workplace reflective of the community we live, work and serve and welcome applications from diverse and equity-deserving groups.

HHSF is committed to providing a barrier-free recruitment process and work environment. Accommodation, if requested, will be provided throughout the recruitment process in accordance with the Canadian Charter of Rights and Freedom, Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code. Should any candidate require accommodation in any phase of the recruitment process, please contact Heather Slye (905.521.2100 x 44624 or HHSFcareers@hhsc.ca) for assistance.