

Paulson Institute Think Tank

Job Title: UI/Graphic Designer (Full Time)

Description:

The Paulson Institute (PI) Think Tank seeks a junior UI/Graphic Designer to join its creative team to enhance the PI's web presence and engage in various graphic design and UI projects.

The UI/Graphic Designer will work with the Associate Director of Think Tank to execute on a range of projects, including website redesign, interactive products, and social media content. In this role, you will divide your time between projects and needs for both the think tank's MacroPolo platform and PI's home site.

The ideal candidate should have a portfolio of relevant work and can execute well on creative ideas. He or she should be highly motivated, intrepid, and collaborative, as well as comfortable operating in a flat, performance-oriented culture. In addition to working within a small and nimble team, he or she will also be expected to work independently. Finally, familiarity with think tanks and US-China issues a plus but not required.

Applications for this position will be accepted on a rolling basis with an expected immediate start.

Location: Chicago

Responsibilities include (but are not limited to):

- Support the redesign and enhancement of the institute's home site;
- Design and execute on visualizations, web graphics, and publications layout and graphic needs;
- Work on MacroPolo's digital products and various UI-related projects;
- Collaborate on social media and marketing design and graphic needs;



- Support and maintain the back-end needs of the PI home site.

Qualifications:

- A minimum of a Bachelor's degree in a relevant field;
- Demonstrated portfolio of work in graphic design, both digital and print, including interactives and data visualizations;
- A basic understanding of UI concepts and principles;
- High proficiency in Adobe suite and other graphic design software;
- Some technical understanding of back-end development and various CMS;
- Eligibility to work in the United States;
- Chinese language ability a plus but not required.

Salary and benefits: competitive/commensurate with experience

Contact: All inquiries and applications should be submitted to Annie Cantara:
acantara@paulsoninstitute.org. No phone calls please.

About the Paulson Institute:

Our Mission

The Paulson Institute is a non-partisan, independent “think and do tank” dedicated to fostering a US-China relationship that serves to maintain global order in a rapidly evolving world.



Our Approach

Our focus on US-China is dictated by the reality that it is the most consequential bilateral relationship in the world. We often operate at the intersection of economics, financial markets, environmental protection, and policy advocacy, in part by promoting balanced and sustainable economic growth.

We produce leading analysis and intellectual products to decode China's political economy. We advocate for market and nature-based solutions to climate change and environmental conservation. We work with financial markets and international financial institutions to implement green lending standards. We convene thought leaders to generate new thinking and to help build a new framework on US-China policy.

Who We Are

Founded in 2011 by former Treasury Secretary Henry M. Paulson, Jr., the Institute is based in Chicago with offices in Washington and Beijing. Our diverse, multicultural staff brings deep experience to our work from the highest levels of business, government, conservation, policy and research.