**CREATIVE DIRECTOR JOB DESCRIPTION**

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| **EMPLOYER INFORMATION** |

**Name**: Rocky Mountain Agency

**Address**: 2345 Jane Street, Blue River, MT 87654

**Phone**: 555-278-2965

**E-Mail**: contact@rockymountainagency.com

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| **EMPLOYMENT ELIGIBILITY** |

**Job Title**: Creative Director

**Reports to**: Chief Marketing Officer

**Job Location**: 2345 Jane Street, Blue River, MT 87654

**Start Date**: September 1, 2021

**Job Type**:  Full-time  Part-time  Independent Contractor  Intern

**# of Hours**: 40 Hours per week

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| **JOB DESCRIPTION** |

The Creative Director will oversee the conceptualization and implementation of all creative projects put out by the creative team. They will report to the Chief Marketing Officer. The creative team consists of artists, designers, and writers.

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| **RESPONSIBILITIES AND DUTIES** |

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| * Supervise creative team; | * Client main point of contact; |
| * Develop advertising campaigns; | * Maintain brand authenticity; |
| * Hire and train creative staff; | * Stay up with marketing trends; |
| * Manage all creative projects; | * Shape brand standards. |

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| **QUALIFICATIONS / REQUIREMENTS** |

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| * Bachelor’s degree or higher in a creative field; | * Understanding of brand development; |
| * Excellent communication skills; | * Ability to meet deadlines; |
| * 5-8 years’ relevant experience; | * Understand industry trends. |