

THE CHURCH OF **Eleven22**

Position: Interior Designer
Reports to: Property Director
Supervises: Serve staff
Classification: Full-time
Location: Central Offices
Organization: The Church of Eleven22

Objective

The Interior Designer will serve The Church of Eleven22 by working collaboratively with our lead designer, construction team and vendors/contractors to furnish and outfit for use our existing and new campus projects.

Key Responsibilities

- Implementation of design vision cast by Lead Designer and real estate team
- Collaboration on furniture, FFE procurement and inventory tracking
- Oversee the responsibilities and progress of projects assigned to FFE contractors
- Cultivating serve staff to support our team
- Coordination and implementation of project workdays
- Assist in preparation of project budgets and FFE purchase inventory

Competencies

- Model The Church of Eleven22's mission, vision and core values
- Ability to maintain strict confidentiality
- Ability to adapt to change
- Strong proactive communication skills
- Making of disciple-making disciples
- Meets deadlines and is actively cultivating systems to improve our efficiency
- Strong communication (verbal and written) and interpersonal skills
- Willing to be helpful and serve our team with flexibility in the day-to-day responsibilities

Education and Experience

- Interior design experience with portfolio required, some commercial experience a plus
- Experience as a property stager would also be considered
- Ability to read and communicate effectively regarding architectural drawings
- CAD, sketchup or digital drawing capability to communicate simple space planning a plus
- Attention to detail and ability to multitask and manage multiple details and projects required

THE CHURCH OF **Eleven22**

- Ability to work in a fast-paced environment
- Excellent organization, time management and prioritization skills
- Evidence of resourcefulness, forward thinking on processes and creativity

Position Type/Expected Hours of Work

This is a full-time position. Days of hours are work are Monday - Friday with an occasional weekend required.

Work Environment

The work environment varies between an office environment, working in our storage work area and at our construction or campus sites. As our campuses and properties expand this will require travel to locations outside of Jacksonville.

Physical Demands

This job is typically one that is active and not in one place for long periods of time. It will require the ability to lift heavy objects, move furniture, use tools and repurpose furniture.

Code of Conduct

1. We live authenticity
2. We are gospel-centered and mission-focused
3. We are family
4. We are life-long learners
5. We aim for excellence in the experience with zero excess
6. We choose to trust
7. We pray 1st and decide 2nd
8. We glorify God by honoring others
9. Our team unites under clear vision
10. We walk in humble confidence

EEO Statement

The Church of Eleven22 provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, age, sex, national origin, disability status, genetics, protected veteran status or any other characteristic protected by federal, state or local laws. The Church of Eleven22 reserves the right to discriminate on the basis of religion to the full extent permitted by law.