

## Technical Sewing Production Artist (Part Time)

Join our growing team! Charm Patterns is a creative and dynamic sewing pattern company looking for a part-time Production Artist to join our small, but expanding, team. This is a fully remote role for a graphic designer with technical sewing experience who thrives on production-type work, such as applying styles and labels to detailed vector graphics, setting up print files to specific parameters, and formatting templated instruction documents.

**Please read through the full job listing before you apply. This is not an entry-level graphic design position.**

The Production Artist will be trained in the Charm Patterns brand and style rules by the Creative Director. Together they will handle all of the graphic design tasks for Charm's various pattern publishing endeavors: Charm Patterns and our monthly subscription service on Patreon, as well as any ancillary projects we publish, like free patterns and tutorials.

This is an excellent role for a seasoned technical designer who also has intermediate to advanced sewing skills. You should understand sewing patterns well enough to confidently style pattern pieces in Illustrator and arrange them for print, as well as create fabric cutting diagrams in order to measure yardage amounts, all while following our in-house design guidelines and templates. The right person will be self-driven, extremely detail-oriented and deadline focused, have a serious dedication to accuracy, with excellent time management and communication skills.

The ideal candidate will be an experienced sewist or have a fashion design background. They need to be both technical and creative, with a keen eye for detail as well as for aesthetics.

This fully remote position requires approximately 20-25 hours per week in an extremely deadline-driven environment. Outside of attendance at one weekly team status meeting (and other meetings as necessary), the schedule is flexible as long as all deadlines are met. This is a great opportunity for a production artist to directly support their team's efforts, as well as shine in this small team setting. We value

diversity on our team and actively work towards an inclusive culture. The right person will be able to enthusiastically support all of our diverse customers and initiatives, in alignment with the inclusive ideals of the Charm Patterns brand.

## **Responsibilities**

### **Create print and digital pattern pieces, sewing instructions, and other files:**

- Style graded pattern piece files (using Adobe Illustrator) for all Charm Patterns, Patreon projects, book patterns, and any other sewing projects (approx. 25–30 per year), with an extreme attention to detail.
- Review and proof graphic materials before submission and make any revisions needed in a timely manner.
- Arrange each project's pattern pieces on our fabric cutting diagram (Adobe Illustrator) templates to work out the best use of, and measure the yardage for, every fabric for each size range.
- Layout sewing instructions documents (using Adobe InDesign), meticulously following our templates. Transfer measurement data from a spreadsheet into InDesign tables, adjusting styles as needed.
- Communicate regularly with the creative director, project manager, pattern drafter, and technical editor to bring each project to completion.
- Follow a product workflow and timeline to deliver final press-ready files by the firm deadline.

## **Qualifications**

- At least 3 years professional technical graphic design experience.
- Intermediate to advanced proficiency in Adobe Illustrator, InDesign, and Photoshop.
- Ability to follow written and verbal directions with exactness, to learn new skills and methods quickly, and to know when to ask for help.
- Extremely observant and detail-focused work ethic with personal work habits that prevent the introduction of even miniscule mistakes or inconsistencies while performing job duties.
- Must be well-versed in sewing techniques and able to envision how a garment is sewn.
- Familiarity with or willingness to work in Asana and Slack.
- Exceptional verbal and written communication skills.
- Absolutely must be friendly, upbeat, professional, and self-motivated.



GRETCHEN HIRSCH

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**Compensation**

- approximately \$30 per hour, depending on experience
- This is a part-time position with some flexibility in work schedule, approximately 20-24 hours/week with the potential to expand in the future.

**If you feel like this position is a good fit for you, please email your cover letter, resume, and a link to your portfolio to [careers@charmpatterns.com](mailto:careers@charmpatterns.com), with the subject "Production Artist Position - Your Full Name".**