

Graphic Designer

Investor Relations

LOCATION: BOSTON

Main Purpose of the Role

AEW is seeking a highly creative, detail-oriented Graphic Designer to support the firm's Investor Relations and broader Marketing Communications efforts. This role will be responsible for designing and maintaining high-quality marketing and investor-facing materials that reflect AEW's brand standards across all channels.

Working as a key member of the Investor Relations group in close partnership with the Marketing Communications team, this individual will help produce a wide range of materials, including presentation decks, quarterly reports, white papers, digital communications, event collateral, website content, and social media graphics. The ideal candidate combines strong visual design skills with the ability to translate complex ideas and data into polished, compelling, and brand-consistent materials.

This is an excellent opportunity for a design professional who thrives in a fast-paced, collaborative environment and takes pride in delivering thoughtful, accurate, and visually impactful work.

Key Responsibilities

- Design, format, and update investor-, client-, and internal-facing presentation materials in PowerPoint while ensuring consistency with AEW's brand standards and visual guidelines.
- Produce and format a variety of marketing and reporting materials, including quarterly reports, research white papers, client communications, and other collateral.
- Create data-driven charts, graphs, infographics, and visual elements for use in presentations, white papers, and related materials.
- Support the design and production of digital and print marketing assets, including invitations, digital advertisements, display boards, e-blast templates, conference materials, and internal communications.
- Assist with website content updates using the firm's content management system.
- Develop engaging social media graphics for platforms such as LinkedIn, Instagram, and X.
- Partner with internal teams across the firm on marketing communications initiatives and other projects that support AEW's broader business objectives.
- Ensure all materials are visually polished, properly formatted, and free from design and typographical inconsistencies, including issues related to alignment, typography, spacing, and color usage.

AEW CAREER OPPORTUNITY

Required Qualifications

- Bachelor's degree required.
- 1-3 years of relevant professional experience, preferably in graphic design, marketing communications, or a related field.
- Advanced proficiency in Microsoft PowerPoint, with demonstrated experience designing executive-level presentations and working with both quantitative and qualitative content.
- Strong ability to transform concepts, rough notes, and executive input into clear, visually compelling, and well-structured presentations.
- Professional experience with Adobe Creative Cloud, particularly InDesign, Photoshop, and Illustrator.
- Experience using Canva and other design tools to create on-brand visual content.
- Strong working knowledge of Microsoft Excel and Word, along with desktop publishing tools.
- Understanding of design and production processes across presentations, print, and digital/web formats.
- Exceptional attention to detail and ability to maintain a high standard of accuracy and quality under tight deadlines.
- Strong communication, collaboration, and interpersonal skills.
- Ability to work effectively in a fast-paced environment and manage multiple priorities simultaneously.
- Willingness to work extended hours when needed.

Preferred Qualifications

- Prior experience in investment management, financial services, real estate, or another professional services environment.
- Experience with financial charting and presenting data in a visually compelling way within PowerPoint and related materials.
- Familiarity with corporate social media platforms such as LinkedIn, Instagram, and X, as well as tools such as Hootsuite for scheduling and performance tracking.
- Knowledge of CRM and marketing automation platforms, including Act-On and Salesforce.
- Familiarity with Workiva for reporting and presentation-related workflows.

Please Note:

We encourage candidates to use AI thoughtfully - as a tool to refine their work, not replace their voice - and we use AI responsibly in our hiring process to support fair, human-led decisions.

AEW is unable to consider candidates for employment who currently need, or will need, sponsorship to be employed in the United States.

AEW Capital Management is an affirmative action-equal opportunity employer.



AEW CAREER OPPORTUNITY

Compensation

At AEW, your base pay is one part of your total compensation package. The base pay for this role is between \$65-85K. Your actual base pay will depend on your skills, qualifications, experience, location, internal equity, and market conditions. Additional compensation and benefits include:

- Annual cash bonus opportunity
- Eligibility for health insurance (medical, dental, vision)
- 401K plan with match and employer-funded retirement account
- Employee Assistance Program
- Tuition relief
- Parental leave
- Flexible time off and eligibility for hybrid work for most roles
- Matching gift and volunteer programs