

## Graphic Design Intern

**Position Status:** Part-Time

**Expected Hours:** TBD, Monday, Wednesday, Thursday

**How to Apply:** Send cover letter, portfolio, and resume to [tammy@element212.com](mailto:tammy@element212.com).

*Element212 is seeking a team-oriented individual with strong visual communication skills to serve as an intern with our team. We offer a fun and flexible work environment and strong team camaraderie. If you love to be challenged in a fast-paced, creative environment, then read on!*

### What to expect with this role:

The visual communications team at Element212 creates eye-catching designs that represent our client's brand identity and conveys it visually. A good candidate for this internship will have a strong understanding of visual storytelling, basic marketing principles, and will maintain a flexible and positive attitude toward requested changes to designs. This role offers the opportunity to work with a wide variety of industries, unique clients, and platforms.

### Key responsibilities and tasks include supporting our lead designers with the following:

- Photo and video editing for use on websites and advertisements
- Support in voiceover recording, photography, and video shoots
- Develop and execute concepts, designs, and graphics that support both traditional print and digital media based on marketing strategy. Types of media includes website design, digital marketing, enews, and traditional collateral.
- Ability to establish and manage visual standards that ensure consistency in application of clients' brand message and brand image.
- Communicate effectively with associates of all levels. Participate in creative strategy meetings.
- Present ideas and concepts in team meetings.
- Ability to efficiently manage multiple projects at a time.
- Proof all work prior to submission and provide detailed specifications for production purposes.

### Direct Reports:

You will report to the senior visual communication designers and will also work with the web development team.



## **Qualifications & Experience:**

- Working towards or received a BA in Graphic Design, Visual Communication or equivalent
- Provide thorough portfolio of work upon application
- Proficiency in Adobe Photoshop, InDesign, Illustrator, After Effects & Premiere Pro
- Knowledge of photography & video editing
- Able to maneuver design tools independently.
- Able to provide creative design ideas and communicate them visually as well as verbally or in writing.

## **Personal Attributes & Values:**

- Must be able to work both independently and with a team
- Desire to delight clients and team members by exceeding expectations
- Ability to balance personal artistic style and industry best-practices with client preferences
- Willing to take direction when creativity is limited by project restrictions
- Willing to learn how to use new web-based tools for creating and posting designs and content
- Knowledge of social platforms
- Ability to manage time efficiently to meet project deadlines
- Must be self-motivated and able to work in an office setting
- Optimistic, sociable, cooperative, and empathetic team player
- Passionate about and committed to growing Element212 as well as our clients

