

Position Type: Campus Jobs (Preference given to Work Study)

Position Description:

Housing & Residence Life is looking for a student graphic designer able to work 15- 20 hours a week during the academic year. There may be opportunities to work winter break and summer.

The Student Graphic Designer will be responsible for performing a variety of duties to support the Housing & Residential Life marketing team. Responsibilities include, but are not limited to, working closely with the Visual Designer to generate creative designs while maintaining University and Housing brand standards.

As a member of the Housing & Residential Life marketing team the student graphic designer will learn from an experienced graphic design professional and be exposed to marketing fundamentals and concepts, adding to the student's experience and knowledge. This position will report to the Visual Designer with oversight from the Senior Assistant Director of Marketing.

Duties and Responsibilities:

- Utilizing existing brand guidelines, produce creative layouts for both print and digital use including brochures, posters, social media graphics and webpage graphics
- Organize and manage project files
- Communicate project progress and updates with supervisor
- Photography (optional depending on skill set)
- Additional responsibilities as needed

Hours and Compensation:

The position can be up to 15-20 hours/week during the academic year. We allow for a flexible schedule to accommodate your class schedule. Hours may include weekend and evening work. Position pays \$10 per hour.

The University of Arizona is an EEO/AA - M/W/D/V Employer

Approximate Hours per Week: 15-20 during academic year

Salary Level: \$10/hour

Qualifications:

Minimum Qualifications:

- Knowledge of Adobe InDesign, Photoshop, and Illustrator
- Knowledge of typography and ability to create layouts for both print and online platforms
- Functional computer skills (Microsoft Word, Excel, PowerPoint, etc.) required
- Ability to manage time and tasks both independently and as part of a team
- Must have ability to communicate effectively and handle multiple tasks at once under time constraints
- Must have a valid drivers license
- Must be currently enrolled at The University of Arizona
- Must be enrolled in at least 6 units at the University of Arizona for Spring and Fall semesters
- Minimum cumulative GPA of 2.5
- Must have a valid driver's license with a two-year acceptable driving record

Preferred Qualifications:

- Work Study preferred
- Pursuing a degree in graphic design, media arts, communications or related field
- Photography and photo editing experience a plus

Supplemental Requirements:

- Housing & Housing & Residential Life is a security sensitive department and this position requires a fingerprint criminal background check
- Motor Vehicle Division check

Please submit your resume and 2-3 samples of your design work to kelseyrowley@email.arizona.edu.

Any questions can also be directed to kelseyrowley@email.arizona.edu