

**Intern - Graphic Design****Company** - Gold In September® (G9)**Location** - opportunity to work remotely**Position** - Unpaid**Timeframe** -October to May**Industry** - non-profit**Description -**

The graphic design intern at G9 will be instrumental in creating our visual brand standards, collateral and assets, both online and offline, ensuring consistent and impactful visuals that support the G9 mission.

Successful candidate will intern with G9, based in Delafield, WI. This is a part-time unpaid internship during the school year on a part-time basis for approximately 5-8 hours a week.

Specific duties include, but are not limited to:

- Consistently produce quality graphic assests in line with brand guidelines, cultivating a solid body of work
- Develop and execute visual solutions based on marketing and business needs, including a range of media
- Illustrate concept by designing rough layout of art and copy regarding arrangement, size, type size and style, and related aesthetic concepts, as well as presenting ideas
- Coordinate with outside partners, service providers, printers, etc. as required for final output
- Recommend materials, approach, and process for execution within budget
- Think creatively and proactively while identifying visual and creative solutions, using new design concepts, graphics and layouts
- Contribute to team effort by accomplishing related results as needed
- Solidify visual brand standards into a working reference document, used internally and with production partners

Qualifications:

- 3.0 GPA or higher
- Excellent written and oral communication skills as it pertains to presenting ideas
- Graphic Design Skills, Layout Skills, Creativity, Flexibility, Attention to Detail
- Well-organized, independent creative thinker, team player with an entrepreneurial spirit
- Professionalism regarding time, costs and deadlines
- Up-to-date with industry leading software and technologies (In Design, Illustrator, Photoshop etc.)
- Currently enrolled in, or have recently completed, college coursework in graphic design, marketing, communications, or similar subject
- A portfolio of graphic design examples

Benefits:

- This is an unpaid part-time internship
- Estimated weekly hours are 5-8 (schedule is flexible, but must be able to meet weekly deadlines consistently)
- Intern will have a mix of in-office work and work remotely on his/her own computer
- Non-profit experience
- Develop a solid body of work
- Exposure to marketing, program, and non-profit leaders
- An incredible opportunity to make a difference in the lives of children

Interested candidates should send resume, cover letter and examples of work to Carol Burns at carol@goldinseptember.org