Student Life M- Lead Collective Impact Graphic Artist

Basic Function
To assist the Student Life M-Lead Collective Impact efforts and initiatives with advertising and marketing needs.

Qualifications
Website and Graphic Design and maintenance experience
Technical knowledge necessary to maintain various mediums
Ability to work with minimal supervision
Ability to problem-solve and work with limited financial resources
Ability to communicate effectively in a group setting
Demonstrated ability to handle logistics and planning of projects
Experience working with people of diverse age, background, and experience levels
Must have access to professional design, editing, and publications software applications

General Responsibilities
The Graphic Artist will work with the M-Lead Co-chairs and Committee Members to achieve advertising and marketing needs. Tasks may include, but are not limited to: creating and designing content that will be utilized via website, presentations, flyers, t-shirts, banners, brochures, posters, as well as email newsletters.

Expectations
Graphic design projects will be submitted by M-Lead Co-chairs or Committee Members (about 6-8 people) through a Google Form. The Graphic Artist is then expected to meet in person with the Co-Chairs or Committee Members to address project needs, expectations, progress, questions, and deadlines.

The Graphic Artist will be empowered to take initiative and provide to the staff solutions and options for projects. Some of the tasks will need to be completed on a regular basis, but the majority of the work will be project based. Due to technology limitations, this position requires the manager to creatively use campus, community, or personal resources and provide either the completed project or a way for the project to be completed at a print or copy store.

Hours and Compensation
Compensation is based on project timelines and completion and is stipend based.

Please send your resume and items from your portfolio to:

Elizabeth Zollweg or Steve Bodei
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