Position Description

**Department:** Associated Students Marketing

**Title:** Senior Graphic Designer II

**Position Overview:**
Under general supervision of Associated Students Marketing Manager and Marketing Coordinator, the Graphic Designer is responsible for briefing and providing art direction along with a range of design solutions for various AS projects and events; utilizing design software, office equipment and outsourced vendors to meet project deadlines.

**Duties:**
- Provides creative design and art direction, typesetting and layout for brochures, newsletters, posters, flyers, banners, digital media, and other forms of advertising.
- Provide mentorship to Junior Graphic Designers
- Brief and update clients through design process of assigned projects.
- Process work orders by accurately logging progress on projects.
- Prepares charts, posters, signage and maps.
- Performs other related duties as assigned.

**Qualifications:**
- Graphic design coursework (Completed or currently taking Art 244/243).
- Portfolio containing at least 5 compositions required.
- Demonstrated ability to create effective, well organized design pieces.
- Thorough knowledge of design, pre-press and printing processes.
- Advanced knowledge in Adobe Illustrator and Photoshop.
- Working experience in Adobe InDesign.
- Ability to pay close attention to detail.
- Ability to proofread design work.
- Ability to work without immediate supervision.
- Ability to adhere to deadlines.
- Ability to establish and maintain cooperative working relationships.
- Ability to work effectively in a multicultural environment.
- Macintosh experience required.

**Hours:** up to 20 hours per week.

**Classification:** II

**Desired Major(s):** College of AMC

**Desired Class Level(s):** Junior and Senior

**Background Check:** Not Required

Last Revised: 4/9/20